



REQUISITION AND ISSUE OF SUPPLIES AND EQUIPMENT

INSTALLATION SUPPLY ACCOUNTING

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CHAPTER 1

GENERAL

1-1. Purpose. This regulation prescribes basic installation supply accounting procedures and directions to assure maximum uniformity in accounting for internal operating supplies and equipment. It also implements the inventory stratification policies as prescribed by the USAMC Installations Division, Army Stock Fund (USAMCID, ASF) Home Office.

1-2. Scope. This regulation applies to all installations reporting to the U.S. Army Materiel Command (AMC) Depot Sub-home Office. The mechanized accounting system prescribed herein is applicable to the SPEED¹ installations operating with the 1401-1410 computer equipment configuration. Installations operating with punched card machine (PCM) equipment or by manual techniques will follow the policy, general principles, and concepts as herein prescribed.

1-3. Definitions. In addition to the definitions contained in other AR's and appropriate directives, the following definitions apply throughout this procedure.

a. Canceled programs. Assets procured for a nonrecurring demand acquisition stratification which are no longer required in support of the initial requirement. Quantities reflected in this stratification will be reviewed to determine further reclassification to acquisition, retention, or potential excess as circumstances dictate.

b. Consigned inventory (stratification code J). Assets received that were not ordered and that are being held pending disposition instructions from the shipper.

c. Contingency retention (stratification code C). Housekeeping equipment assets in excess of current peacetime needs retained under the provisions of AR 711-111.

d. Deferred program assets. Assets procured for a nonrecurring demand stratification for which the time period to consummate a sale between stock funds and consumer funds has been delayed to a firm fixed date within 360 days.

¹System-wide project for electronic equipment at depots.

e. DIC. Abbreviation for "document identifier code" to facilitate referral to individual documents throughout this procedure.

f. Due-in. Assets expected to be received under outstanding procuring and requisitioning instruments, and quantities from other sources such as transfer, reclamations, and recovery.

g. Inventory temporarily in use (stratification code H). Assets loaned to customers to meet short-term requirements and to be returned into inventory.

h. Level revision. Assets procured against the requisitioning objective acquisition stratification and when reviewed against demand data, exceed the quantitative requirements that can be retained in the requisitioning objective.

i. Mobilization reserve acquisition (stratification code K). Assets stratified to the mobilization reserve acquisition objective as specified in approved mobilization reserve programs. (Limited to medical and dental items.)

j. Non-USAMCID, ASF inventory (stratification code 5). Assets acquired outside of the USAMCID, ASF for initial issue, modification work order application, and mission transfer. Also includes customer-owned and/or furnished stocks.

k. Nonrecurring demands. Assets needed to meet known requirements but are not repetitive in nature and accordingly have not qualified for a requisitioning objective. These demands are as follows:

(1) Mission essential (stratification code 1). The quantity of an item not otherwise authorized for stockage at the installation, but required to insure continued operation of an essential end item, system, or facility determined to be vital to an essential defense mission.

(2) Standby (stratification code 2). The quantity of items of supply (excluding repair parts) needed to safeguard health, to insure uninterrupted operation of installation facilities, or to prevent destruction of property and for which requisitioning objective cannot be established either because of stockage restrictions or insufficient demand. Such stocks are limited to the quantity required to meet anticipated emergencies and will be included in the installation stockage list and so identified.

(3) Other (stratification code D). An item of supply not stocked but forecast to support approved programs (e.g., depot maintenance and research and development).

1. No demand. To be used by requesting activities in submitting issue requests under the following conditions:

(1) Requisitioning a substitute item which is acceptable in lieu of a previously requisitioned but delayed item.

(2) Requisitioning items in support of quick reaction projects.

(3) Requisitioning nonstandard items.

(4) Requisitioning items in support of end item equipment having a type-of-classification code other than "A."

m. Nonstocked. Assets that do not meet the established criteria for stockage and are not included in forecasts for approved programs.

n. Nonstocked item retention. Assets procured for a nonstocked acquisition stratification for which the initial requirement has been canceled but for which there is a foreseeable demand for the item within the next 360-day time period.

o. Operating level. The operating level represents the quantity of materiel required to be on hand to sustain operations in the interval between requisitioning and the arrival of successive shipments.

p. Order and ship time. The period of time from date of requisition to posting of receipt.

q. Potential Department of Defense (DOD) excess. Assets beyond all retention limits for which determination as excess stocks has been made. These assets are as follows:

(1) Reported excess (stratification code M). Assets reported to the appropriate commodity manager (national inventory control point [NICP]) for disposition instructions.

(2) Unreported excess (stratification code 8). Assets determined to be excess but not reported to the NICP.

(3) AMC screening (stratification code 9). Excesses of selected items designated for screening by USAMC Facilities and Services Center prior to reporting to the NICP. Supply

accountability will be maintained on items reflected in this stratification segment in conjunction with the overall supply property accounting. All stock-fund type assets in this segment will be processed in accordance with AMCR 755-9 and are a part of the USAMCID, ASF inventory.

r. Peacetime force materiel requirements (PTFMR) acquisition. Assets required to be on hand stratified on basis of peacetime demand levels, order and ship time, and other peacetime objectives authorized for procurement. This includes a recurring demand segment, a nonrecurring demand segment (composed of mission essential, standby, and other), and a non-stocked segment.

s. PTFMR retention. Assets stratified on the basis of demand to peacetime retention stocks. Inventory under this stratification includes stock that exceeds the peacetime acquisition objective but is required by the installation through the budget year plus procurement leadtime and within the period authorized for retention to support anticipated demands from consumers. Stocks equal to the sum of the requisitioning objective plus an additional quantity for 360-days expected usage are authorized for retention.

t. Recurring demands. Assets that are replacement demands of a repetitive nature required to replenish materiel consumed or worn out in operation.

u. Safety level. Assets required to be on hand to provide a degree of protection against stock-out.

v. Stratification segments. A method of identifying the various segments of the one inventory account.

w. Warehouse denials (stratification code 3). The recorded balances of items of supply suspended from issue pending investigation and reconciliation of inventory.

1-4. Policies and general principles. a. DA Form 2765 (Request for Issue or Turn-In (Mechanical)) and DA Form 2765-1 (Request for Issue or Turn-In (Manual)) will be used as the request for issue document and for turn in of materiel from customers to the consolidated property account.

b. Except for medical supplies, stock record accounts will be maintained on a consolidated basis in accordance with provisions of AR 711-16.

Commissary operations will follow the procedures in

tallation stocks will not be commingled or main-
same area with mission stocks.

e. Consumer appropriations will be billed by the USAMCID, ASF, for any losses incurred as a result of customer cancellations for nonrecurring/nonstocked items. The loss must be attributed to a requirement or requisition that resulted in an action made specifically to satisfy a customer's demand.

f. Requisitioning objectives will be established for items on which three or more demands occur within 360 days (either recurring or nonrecurring), including depot maintenance requirements. For purposes of this computation, depot maintenance demands will be counted on the basis on each different program (forecast) until the required criteria are met, at which time each individual request is counted.

g. When requisitioning objectives are initially established based on depot maintenance requirements (either totally or in part), the records will be identified to preclude future automatic computation of the level provided the 90-day level is greater than the computed requisitioning objective. Supply managers will insure controls to effect necessary review and will adjust records to permit automatic computation of levels when conditions are so warranted.

h. The provisions of both non-EIP (economic inventory procedures) and EIP principles of stockage will be applied.

1-5. Responsibilities. a. The Director of Installation and Services, Headquarters, AMC, will

(1) Prescribe overall guidance, policies, procedures, responsibilities, and processing requirements associated with installation supply accounting.

(2) Evaluate performance and effectiveness of the system.

b. The Chief, USAMC Logistic Systems Support Agency, will develop and maintain standardized procedures and programs for the installation supply accounting activities.

c. Commanders of AMC depots will:

(1) Implement and insure compliance with this regulation.

(2) Evaluate the effectiveness and timeliness of processing at their activities.

1-6. References. a. AR's 310-50, 700-1, 710-75, 711-16, 711-25, 711-111, 715-30, 725-50, 735-7, 735-11, 735-75, and 755-1.

b. AMCR's 18-0500-series, 18-0801-1-5, 18-0816-1-5, 18-1600-series, and 37-26.

Note. AMC 18-series regulations cited throughout this regulation pertain only to AMC computer-equipped installations.

CHAPTER 2

DOCUMENT VALIDATION

2-1. General. a. This chapter prescribes the validity edit performed on documents preparatory to entering the mainline transaction processing routine (program 1607) consisting of issues, receipts, adjustments, status, and responses to reports of excess. It also provides for the generation of an "input listing" to reflect those transactions released to the data processing activity on a daily basis. This listing will provide a ready reference of the involved transaction and will facilitate accomplishment of research actions.

b. Reject/reentry cards and reject/research listings are produced by the data processing activity for those transactions not passing the validity check and are furnished the stock accounting activity daily. The reject cards will contain a decision code in card columns 4 through 6 to indicate the nature of reject. The specific types of reject and the individual treatment required for each are contained in each of the succeeding chapters as they pertain to the functional area being addressed. A definition of all decision codes is also contained in appendix A,

c. Each activity will establish necessary controls to insure that all reject actions are researched on a timely basis for reentry to the processing routine. Reject listings may be used for such controls.

d. The validation edit criteria chart, which appears as figure A-1, identifies the various document identifier codes subjected to the validation edit along with the type of data (and field positions) being checked.

2-2. Documentation. a. Input. The input documentation applicable to this chapter is as identified by the document identifier codes reflected in figure A-1.

b. Output.

(1) Reject/reentry cards that are images of the original input document, except as follows:

(a) Reject cards will contain a decision code in card columns 4 through 6.

(2) Daily input listing in the format reflected in appendix C.

(3) Reject/research listing in the format reflected in appendix C.

2-3. Procedures. a. Stock accounting activity will release to the data processing activity, daily, all input transactions in their possession to be processed in the validation and mainline transaction processing routine.

Note. Generally the input documentation flows directly to the data processing activity.

b. Data processing activity will:

(1) Perform the validation edit in accordance with prescribed criteria (fig A-1).

(2) Produce reject/reentry cards and reject/research listings for all input transactions that do not pass the validation check and furnish the cards and listings to the stock accounting activity.

(3) Daily prepare an input listing of all transactions received for processing that day and forward the listing to the stock accounting activity.

CHAPTER 3

ISSUES

Section I. GENERAL

3-1. General. a. Controls on supply documentation. Each installation will establish necessary controls on internal supply documents to insure that aggressive action is taken to process on a timely basis, and that supply status is furnished the requesting organization if supply cannot be effected from stocks on hand.

b. Stratification segments. The stratification of inventories required for controlling stocks and for reporting purposes will be identified by the use of stratification codes as follows:

<u>Stratification code</u>	<u>Explanation</u>
A (with requisitioning objective [R0])	Recurring demands.
1	Mission essential.
2	Standby.
D	Other (maintenance depot maintenance levels [DML's]).
A (without R0)	Nonstocked.
R	Retention.
K	Mobilization reserve.
C	Contingency.
8	Unreported excess.
9	Excess reported to the USAMC Facilities and Services Center. (For reporting purposes, these stocks are considered as unreported excess.)
M	Reported excess.

H	Inventory temporarily in use.
J	Consigned inventory.
3	Warehouse denials.
5	Non-USAMCID, ASF, inventory.

c. No stock number (NSN) items.

(1) Documents received that do not contain a stock number but contain a description of the item will be researched to determine whether an appropriate stock number exists. If the item can be identified, the appropriate stock number will be used and all subsequent action taken under this number.

(2) If the item cannot be identified to a stock number or manufacturer's part number but sufficient description has been furnished, a temporary stock number will be assigned and all subsequent supply documents will reflect this number. Data should be maintained in such a manner that future requests could be associated and action initiated to obtain a Federal stock number.

(3) If sufficient description is not furnished, the original document will be returned to the requester for additional information.

d. Exception data file. This file will be established and maintained on all incoming requisitions containing exception data that could not be eliminated by use of an advice code. Documents will be maintained in this file until completed action is taken (either through issue or cancellation), after which the documents will be moved to the completed file.

e. Release of back orders. When the on-hand quantity is increased during the processing of receipts or adjustments and there is a back-order quantity in the depot master item data file (DMIDF), the computer will enter an indicator in the back-order file to indicate that back orders for this stock number may be released. Increases to assets of acceptable substitutes will also be considered in effecting back-order releases.

f. Availability search pattern. The availability search pattern will be applied as prescribed in paragraph 3-5.

g. Requester codes. While it is the depot responsibility to assign activity address or requester codes, certain unique situations require assignment of fixed requester codes. This is necessary because these transactions are not relatable through the cost accounting system and the need exists to identify them in the financial system. The following codes have been established:

(1) AX0001 to summary accounting for low-dollar turn-over items (SALTI).

(2) AX0002 to the self-service supply center.

(3) AX0003 to cash sales.

Note. Certain checks for these specific codes are in the processing system. Failure to use these checks will result in reject actions.

h. Off-depot requisitioners. Normally, all depot property customers are on depot; however, on occasion there may be requisitioning between property officers. The volume of these types of documents will normally be small and should only result from previous coordination. In these instances, the requisitions will be identified with MILSTRIP² document identifier code (DIC) A0_ rather than Z0_.

i. Special edit/identification codes. The issue document may contain a number of codes or overpunches that cannot be classified as routine. These codes and overpunches are:

(1) "A" in card column 72. Indicates manager approved.

(2) "D" in card column 72. Indicates post-post action.

(3) "F" in card column 73. Indicates forced issue and is used on unforecasted maintenance requirements. If stock is not available in segment A, the computer will seek stock in segment D.

(4) Overpunch in card column 36. Indicates that input is a reentry.

(5) Overpunch in card column 40. Indicates a freeze bypass (used when record is frozen but action is still desired against this segment).

²Military Standard Requisitioning and Issue Procedure.

(6) Overpunch in card column 41. Indicates notification bypass (used after the stock manager has been notified that stock is available in stratification code R (deferred), M, or J; in condition code E; or under a substitute stock number). Use of this code indicates that assets in these segments cannot be released or that condition E assets and substitutes are not acceptable. Reentry of input with this identification will result in a direct delivery action for the input stock number.

(7) Overpunch in card column 43. Indicates a reinstatement (used to reinstate an issue document that has been completed or canceled, such as on warehouse denials).

(8) Overpunch in card column 29. Indicates a reversal.

j. Substitutions.

(1) Provisions will be made for reflecting multiple substitute stock numbers, when appropriate.

(2) Supply actions will be accomplished from available stocks of the stock number cited on the requisition. If stocks are not available, supply action will be effected from stocks available under substitute stock numbers.

(3) Conditional substitutes will not be accepted from the wholesale supply source or automatically supplied to the requesting organization without contacting the organization to determine acceptability.

(4) Demands will be recorded against the requisitioned number.

3-2. Documentation. The following documentation will be used in conjunction with the issue procedures.

a. Input documentation.

(1) DA Form 2765 (Request for Issue or Turn-in (Mechanical)) or DA Form 2765-1 (Request for Issue or Turn-in (Manual)), DIC Z0__.

(2) Reinstatement which contains the DIC of the original source document and an overpunch in card column 43. This document is used to continue supply action on warehouse denials or documents on which errors were previously detected..

(3) Direct delivery establishment card (DA Form 2765), DIC Z7__.

(4) Reentry card (DA Form 2765). In most instances, this card is identical to the original input except that it is identified as a reentry card by the presence of an "11" overpunch in card column 36.

(5) DD Form 1348m (DOD Single Line Item Requisition System Document (Mechanical)), DIC A0_. This card is received from off-depot sources or as a result of shipment of excess off depot in accordance with DIC FTR disposition instructions.

b. Output documentation.

(1) Reentry card (DA Form 2765). In most instances, this card is identical to the original input except that it is identified as a reentry card by the presence of an "11" overpunch in card column 36.

(2) Reject/research card (DA Form 2765) which contains the DIC of the original source document. This card is identified by the decision code in card columns 4 through 6.

(3) Pre-positioned materiel receipt document, DD Form 1486 (DOD Materiel Receipt Document), DIC's DWT, DWU, and DWV. The pre-positioned materiel receipt document covering receipts from local procurement (DIC DUS) is produced by the procurement history program but is referenced in this chapter for continuity. These cards are produced as a result of establishing a due-in and are used for recording and processing the materiel receipt.

(4) Direct delivery shipment card (DA Form 2765), DIC ZS1. This card is prepared when a demand is placed on direct delivery. It is used in lieu of DD Form 1348-1 (DOD Single Line Item Release/Receipt Document) and is forwarded with the materiel to the customer.

(5) Management information card (DA Form 2765). This card is the same as a reject/research card except that it contains decision codes to explain actions accomplished or required.

(6) DD Form 1348m (DOD Single Line Item Requisition System Document (Mechanical)). This document is used for requisitioning stocks from the national source of supply. It is produced as a product of the issue process when a high-priority demand cannot be satisfied.

(7) Purchase request (AMC Form 1095a, Procurement/Work Directive). This document is not prepared in the issues program but is included in this chapter for continuity. It is

the document created in the procurement program as the result of an unfilled request for issue for a local purchase item.

(8) Shipment status--materiel release confirmation (MRC) card (off depot) (DD Form 1348m), DIC ARØ, and shipment status--MRO card (on depot) (DA Form 2765), DIC ZRØ.

(9) DD Form 1348-1 (DOD Single Line Item Release/ Receipt Document) DIC Z5_.

(10) Supply status card (DA Form 2765), DIC ZE_. This card is prepared to furnish supply status to the requester when the requisition cannot be filled or a substitute is being issued.

(11) Property book issue card (GPCF), DIC ZDT. This card is prepared when an issue is made for an item to be recorded to property book records.

(12) Property book hand receipt card (GPCF), DIC ZDW. This card is prepared when an issue is made for an item to be recorded to property book records.

Section II. PROCEDURES FOR AUTOMATIC DATA PROCESSING SYSTEM (ADPS) DEPOTS

3-3. Predit and validation. Stock accounting activity will:

a. Receive the following requisitions:

(1) All manually prepared requisitions (DA Forms 2765-1).

(2) All requisitions with exception data.

(3) All requisitions containing an issue priority designator 01 through 08.

Note. All other requisitions will be forwarded directly to the data processing activity.

b. Select the manually prepared requisitions that do not contain exception data and forward them to the keypunch activity. Forward the keypunched documents to the data processing activity for processing in the next issue routine. (High-priority requisitions will be processed as prescribed in para 3-4.)

c. Select and review the documents with exception data for compliance with the justification requirements, and process as follows:

(1) If the justification is not adequate and the issue priority designator is "09" through "20":

(a) Enter the reason for rejection in the remarks block.

(b) Enter status code CA in block 22, card columns 65 and 66. This information is required to accomplish the posting to the requisition control file.

(c) Enter DIC ZE_ in block D.

(d) Forward annotated document to the keypunch activity with instructions for preparing supply status cards in duplicate.

(e) Receive keypunched supply status cards and original source document from the keypunch activity. Annotate one supply status card with the reason for rejection and forward the card to the requester.

(f) Forward duplicate supply status card to the data processing activity for processing in the next status routine. This input will result in posting to the requisition history file.

(g) Retain the source document in the exception data file.

(2) Review for exception data that can be eliminated by the application of advice codes, as follows:

<u>Exception data</u>	<u>Apply advice code</u>
Items not obtainable through local purchase or fabrication.	2A
Do not substitute.	2B
Fill or kill.	2C
Item known as obsolete but still required.	2F
New stock required.	2G
Do not substitute/fill or kill.	2J

(a) If advice code is to be used in lieu of exception data:

1. Enter appropriate advice code in card columns 65 and 66 of the source document.
2. Change the last digit of the DIC from exception code E to the appropriate code.
3. Forward source document to the keypunch activity.
4. Receive keypunched document from the keypunch activity and forward it to the data processing activity for entry into the next issue routine.

(b) If the exception data cannot be eliminated by applying an advice code, process as follows:

1. Enter an "A" in card column 72 (indicates manager's approval) of the source document, and forward the document to the keypunch activity for keypunching and duplication.
2. Forward the duplicate document to the data processing activity for processing in the next issue routine.
3. File the original document in the exception data file.

3-4. Control of priority requisitions (direct delivery establishment). Stock accounting activity will:

- a. Select requisitions for issue priority designators 01 through 08 and review them for correctness of essential data.
- b. Correct invalid entries, when possible, by obtaining corrective data by telephone from the customer.
- c. Reject requests for issue which cannot be corrected.
- d. Review documents with exception data and convert to advice codes, if possible (para 3-3c(2)). If the exception data is converted to advice code, change the DIC as appropriate. If the exception data cannot be converted to advice code, obtain a duplicate request for issue and file the original in the exception data file.
- e. From the processing schedule and volume, determine whether the documents should be processed in the next issue routine or whether off-line processing should be accomplished.

(1) If the next issue routine is desired, forward the documents to the data processing activity.

(2) If off-line processing is the desired action, process the documents as prescribed in f through n below.

f. Make remote inquiry to determine whether stocks are available (including substitutions).

(1) When stocks are available, process as follows:

(a) Apply edit code D (post-post) in card column 72 of the request for issue, DIC Z0_, and forward for inclusion in the next issue routine.

(b) Prepare the DOD single line item release/receipt document, DIC Z5_, and forward to the storage activity.

(2) When stocks are not available, prepare the following documentation:

(a) Direct delivery establishment card, DIC Z7_.

(b) Direct delivery shipment status card, DIC ZS1.

(c) Pre-positioned materiel receipt card, DIC DW_ or DUS, as appropriate.

(d) Off-post requisition, DIC A0_, for supply source other than local purchase.

(e) Purchase request (AMC Form 1095a) for items to be procured locally.

(f) Customer advice card, DIC ZE_.

Note. Prepare documentation in the format outlined in appendix B.

g. Enter edit code D in card column 72 of the direct delivery establishment card to preclude the automatic generation of the direct delivery shipment card and the pre-positioned materiel receipt card. Enter an "11" overpunch in card column 80 of the direct delivery establishment card for those items to be procured locally to preclude the automatic generation of a purchase request.

h. Forward the purchase request to the purchasing and contracting activity.

i. If the direct delivery establishment card, DIC Z7E, indicates exception data, transcribe the exception data to the off-post requisition.

j. Forward the pre-positioned materiel receipt card and the direct delivery shipment card to the receiving activity.

k. Forward the off-post requisition with no exception data to the transceiver activity.

l. Forward the off-post requisition with exception data to the appropriate source of supply, by mail.

m. Forward the direct delivery establishment card to the data processing activity for inclusion in the next issue routine.

n. Forward the customer advice card to the activity initiating the original request for issue.

Note. Off-post requisitions may be transmitted by telephone or teletype if desired. If one of these media is used, punched card requisitions will not be forwarded.

3-5. Availability edit. The following considerations and actions occur within the data processing routine:

a. Compare input document number to the requisition control file. Reject input that matches on document number and document identifier code, unless the following conditions exist:

(1) Input is a reinstatement ("11" overpunch in card column 43).

(2) Input is a notification bypass ("11" overpunch in card column 41).

(3) Input is a reentry of a post-post action (partial quantity).

(4) Input with a fund code representative of a shipment of excess materiel. Disposition instructions furnished as a result of the excess reporting procedure may cause multiple actions and a suffixing of these actions; therefore, one basic record per document number is established in the requisition control file. Split actions will cause a suffix code to be assigned to the basic document number and will, when processed through the issue routine, cause an increase of the

quantity requested field when a matching document number (minus suffix code) is found on the requisition control files.

b. Record number of demands and quantity demanded when:

(1) Input contains stratification codes A, 1, or 2 and the DIC is "ZØ_."

(2) The demand code for input mentioned in (1) above is other than "0" or "P."

c. Record quantity of demands only when input contains stratification code D and the demand code is other than "0" or "P."

d. Add a bit indicator to the DMIDF when a nonrecurring demand is recorded.

e. Restrict availability search on input containing DIC AØ_ to the stratification segment contained in the input and:

(1) Issue quantity available.

(2) Prepare a supply status card (on depot) (DA Form 2765) (DIC ZE_) with status code CB for unfilled quantity when input fund code is other than "ZZ" or "ZY," or input does not contain edit code D (post-post action).

(3) Unfilled quantities for input containing edit code D will be rejected for research action. On post-post actions, the quantity available will be dropped. The rejected transaction will reflect the quantity not available.

(4) Unfilled quantities for input containing fund code ZZ or ZY will cause a reject in the format of a report of customer excess materiel (DD Form 1348m-3) (DIC FTC).

(5) Input to stratification code 8, 9, or M will result in a search of the substratification segments as follows:

(a) Level revision.

(b) Nonstocked.

(c) Canceled.

(d) Turn-in.

An issue from the turn-in substratification segment may result in latent credit to the customer if the item is stock fund

and credit or reimbursement is granted the USAMCID, ASF. Any issue from the turn-in substratification field will result in an updating of the turn-in record (due-in/back order [DI/BO] file) as long as the item is stock fund.

(6) An issue from stratification code M, substratification segment canceled will result in an automatic billing of the customer when such issue is noncreditable to the USAMCID, ASF.

(7) An issue from a substratification segment will cause the balance quantity of the subsegment as well as the on-hand quantity field to be reduced.

f. Input containing DIC Z0_, stratification code A, 1, or 2, will result in the following availability search and in the sequence shown below:

(1) Segment 8. (1) Level revision, (2) canceled, (3) nonstocked, and (4) turn-in.

(2) Segment 9. (1) Level revision, (2) canceled, (3) nonstocked, and (4) turn-in.

(3) Segment R. (1) Nonstocked, (2) canceled, and (3) level retention.

(4) Segment cited on the input.

(5) Substitutes.

(6) Satellite depot stocks for requested item and substitutes.

(7) Unobligated due-ins.

(8) Notification to the manager for assets available in stratification codes M, J, or R (deferred), and/or condition code E assets, and/or conditional substitutes.

(9) Back order and requisition required materiel (direct delivery). The search, as indicated in (1) through (8) above, and resulting action is predicated upon the advice code or bypass code appearing in the input request for issue.

g. Input containing DIC Z0_, stratification code D, will result in the following search pattern in the sequence shown below:

(1) Stratification code D. When a stratification code D is not found or a record exists but no level quantity, the search pattern prescribed in f above is applicable.

(2) Substitutes.

(3) Unobligated due-ins.

(4) Notification of deferred assets.

(5) Back order established and requisition for material generated (direct delivery).

The above actions are predicated on advice codes in the request for issue, the presence of a 90-day level, and due-in quantity with relation to the 90-day level, and the input quantity with relation to the 90-day level. When an issue action is accomplished against either the originally requested stock number or a substitute stock number, both the 90-day and total levels are reduced by the quantity issued.

h. Input containing DIC Z0__, stratification code 5, 8, K, C, or J, will result in an availability search of the specific segment cited in the input.

i. The logic for determining whether supply will be effected by local purchase or requisitioning to the supply source is as follows:

(1) Local purchase when the acquisition advice code is "K" or "L" and the input does not contain advice code 2A.

(2) Off-post requisition for other than acquisition advice code K or L and when input document reflects advice code 2A.

j. Determine adequacy of funds (for stock-fund items) on all transactions requiring off-post requisitioning or local purchase actions, and reduce funds accordingly. When funds are not adequate, reject input.

k. Establish requisition control file record for each input processed and each requisition (due-in) and reflect the action taken (e.g., issued, back ordered) in the appropriate field of the record.

l. Establish due-in and/or back order record in the DI/BO file, as applicable.

m. Update quantitative fields of the appropriate stratification segment of the DMIDF.

n. Generate the following documentation as the result of processing issue transactions:

(1) For input that resulted in an issue action:

(a) DD Form 1348-1 (DOD Single Line Item Release/ Receipt Document), DIC Z5_ or A5_ (on other than post-post transactions).

(b) Shipment status--materiel release confirmation card, DIC ZRØ or ARØ, as appropriate (on other than post-post transactions).

(c) Supply status card (on depot), DIC ZE_, when a stock number is issued that differs from the one requested.

(d) In addition to (a) through (c) above, prepare the following cards for property book items:

1. Property book issue card (GPCF), DIC ZDT.

2. Property book hand receipt card (GPCF), DIC ZDW.

(2) For input that resulted in a back-order action but did not require an off-post requisition or purchase action:

(a) Supply status card (off depot) (DA Form 2765), DIC ZE_.

(b) Back-order transaction card (DA Form 2765), DIC DG_. (This is an in-line use transaction only.)

(3) For input placed on back order that required off-post requisition or purchase action:

(a) Requisition card (off depot), DIC AØ_, or purchase request, as appropriate.

(b) Supply status card (off depot) (DA Form 2765), DIC ZE_.

(c) Pre-positioned materiel receipt document (DD Form 1486), DIC DUS, DWT, DWU, or DWV, as appropriate.

(d) Direct delivery shipment card (DA Form 2765), DIC ZSl.

(e) Back-order transaction card (DA Form 2765), DIC DG_, for in-line use only.

(f) Due-in established card (DD Form 1348m), DIC DDS, DFT, DFU, or DFV, for in-line use only.

(4) For input that resulted in a cancellation, prepare a supply status card (on depot), DIC ZE_, only.

(5) For input that resulted in a reject/research action, prepare a reject/research card, reentry card, and/or information card, as appropriate, reflecting the DIC of original input.

o. Distribute the generated documentation as follows:

(1) DD Forms 1348-1 and shipment status--MRC cards to the storage activity, unless the DIC denotes exception data in which case forward the exception data documents to the stock accounting activity.

(2) Pre-positioned materiel receipt cards and direct delivery shipment cards to the receiving activity.

(3) Reject/research, reentry, and information cards, and purchase requests to the stock accounting activity.

(4) Off-post requisitions (except those denoting exception data) and supply status cards to applicable supply source or customer. Forward requisitions requiring exception data to the stock accounting activity.

3-6. Processing output documentation. Stock accounting activity will:

a. Receive purchase requests, reject/research, reentry, supply status, and information cards, as appropriate, from the data processing activity. When the input document denoted exception data, the following documentation will also be received as applicable:

(1) Flimsies (DD Form 1348-1-A), MRC cards, and direct delivery shipment cards.

(2) Off-post requisitions.

b. Apply exception data from original requisition card, as appropriate.

c. Insure that nomenclature description and local purchase authorization are applied to purchase requests.

d. Apply appropriate explanations to supply status cards.

e. Distribute documentation as follows:

- (1) Off-post requisitions to the supply source.
- (2) Purchase requests to the local purchasing activity.
- (3) Supply status cards to the requester.
- (4) MRC cards and flimsies to the storage activity.
- (5) Direct delivery shipment cards to the receiving activity.

f. Process reject/research, reentry; and information cards as prescribed in paragraph 3-7.

3-7. Processing reject/research actions. The following decision codes represent the various reject and/or information cards that can be received as the result of processing an issue transaction. Rejects can result from validation of input, availability edit, or the back-order release process. Reject/research cards are in the format of the original input with the exception of card columns 4 through 6. Card columns 4 through 6 will, in this instance, contain the appropriate decision code. Reentry cards are normally in the format of the original input and are identified by an "11" overpunch in card column 36.

a. D01. No record of stock number in the DMIDF.

(1) Condition causing reject. The stock number reflected on the input does not match record on the DMIDF.

(2) Action required.

(a) Research the Army Master Data File (AMDF), supply catalogs, etc., to determine the validity of stock number requested.

(b) If stock number requested is valid, prepare an add-a-record card (GPCF), DIC ZNV, as prescribed in chapter 11. Forward the add-a-record card for keypunching and subsequently to the data processing activity. Forward the reentry card to the data processing activity for processing in the next scheduled routine.

(c) If research reveals that the stock number has been changed, enter the correct stock number in blocks 4 and 5 of the reentry card. Forward the reentry card for keypunching and subsequently to the data processing activity for processing in the next scheduled routine.

(d) When item requested is a nonstock number item, assign a temporary stock number as previously prescribed in section I of this chapter. Prepare an add-a-record card to establish the item on the DMIDF. Enter the temporary stock number in blocks 4 and 5 of the reentry card. Forward both cards for keypunching and subsequently to the data processing activity.

(e) If the stock number cannot be identified, contact the requester or reject request by supply status card using status code CG.

b. D02. The unit of issue on the input document does not agree with the unit of issue on the DMIDF.

(1) Condition causing reject. The unit of issue on the input or the unit of issue on the DMIDF is in error. To expedite research and reentry action, the research card will contain the unit of issue reflected on the original input document. The reentry card will contain the unit of issue reflected on the DMIDF, and the quantity field will be blank.

(2) Action required.

(a) Determine whether the input or the DMIDF is in error. Research the AMDF, supply catalogs, etc., to determine the correct unit of issue.

(b) If the DMIDF is correct, determine whether the quantity on the input needs to be converted to agree with the unit of issue. Enter the correct quantity in block 8 of the reentry card. Prepare a supply status card (on depot) (DA Form 2765), DIC ZE_, with status code BJ and forward to the customer.

(c) If the DMIDF is in error, prepare a catalog change card as prescribed in chapter 11. Annotate the correct unit of issue in block 7 of the reentry card and the correct quantity in block 8.

(d) Forward the reentry cards and catalog change card, if appropriate, to the keypunch activity and subsequently to the data processing activity for processing in the next scheduled processing cycle.

c. D04. No record on the DMIDF for the stratification code, condition code, and depot code reflected on input.

(1) Condition causing reject. The stratification code, condition code, and depot code cited on the input is not on the DMIDF.

(2) Action required.

(a) Determine whether reject is a post-post action. If input was a post-post action, review the original DMIDF inquiry reply to determine whether the correct codes were entered on the input. Enter correct codes in the reentry card.

(b) If input contains correct codes, determine whether the stock number is correct. Enter the correct stock number in the reentry card, if appropriate.

(c) If input is determined to be correct, review other rejects (such as an adjustment) that may be related to this transaction and take necessary corrective and reentry action

(d) If input was not a post-post action, determine whether correct codes were entered. If not, enter correct codes in the reentry card. If input is correct, determine whether some related input document has been rejected. For example, a level document to establish a level for a mission essential or standby item or a document indicating fund availability (DA Form 2765), DIC ZPR, to establish a level for a maintenance requirement.

(e) Forward the reentry cards for keypunching and subsequently to the data processing activity for processing in the next scheduled run.

d. D06. DMIDF record is frozen.

(1) Condition causing reject. The DMIDF record contains a freeze indicator.

(2) Action required.

(a) Determine reason for freezing record.

(b) If request for issue is approved, enter freeze bypass code ("11" overpunch in card colm 40) and forward the reentry card for keypunching and processing in the next issue routine.

(c) If requests for issue are not approved, reject to customer by supply status card reflecting the applicable supply status code and/or an in-the-clear explanation for rejection.

e. D08. To process this transaction would have caused a credit balance on the DMIDF.

from an attempted processing of a "post-post" action (DIC Z0_, with edit code D in card colm 72), and the DMIDF on-hand balance for the cited stratification code and the condition code is less than the quantity in the input document. The quantity reflected may be the total input quantity or a partial quantity. Any part of the quantity that may be available will be dropped, and only the quantity unavailable will be rejected.

(2) Action required.

(a) Determine if the correct stratification code and condition code were entered initially. If not, enter the correct codes in block 23, card columns 70 and 71, of the reentry card and forward the card for keypunching and subsequently to the data processing activity for entry into the next issue routine.

(b) If the correct codes were entered initially, review the daily transaction register to determine whether another issue was processed which depleted the on-hand balance. If this is the case, contact the storage activity to determine if shipment has been attempted. If not, request the DD Form 1348-1 and materiel release confirmation card be returned. Prepare an issue reversal (DIC Z5_ with an "11" overpunch in card colm 29) to debit the on-hand balance; also, prepare a reinstatement (DIC Z0_ with an "11" overpunch in card column 43). Forward the issue reversal, reinstatement, and reentry cards for keypunching and subsequently to the data processing activity.

(c) If the storage activity advises that the issue in question resulted in a warehouse denial, review the subsequent day's DTR until the denial processes. When it does, prepare a materiel adjustment (dual) card (DD Form 1487), DIC DAD, to transfer the desired quantity from stratification code 3 to the managerial segment against which the post-post action attempted to process. Forward the DAD card for keypunching and subsequently to the data processing activity with the reentry card.

(d) If there is no issue that depleted the balance on hand, review the DTR for a receipt reversal or a credit adjustment which may have depleted the balance.

(e) If no legitimate cause for the balance reduction can be found, and no denial action resulted from the off-line issue, prepare a materiel adjustment card (DD Form 1487), DIC D8A, and forward the card for keypunching and subsequently to the data processing activity with the reentry card.

f. D09. This transaction attempted to process against a SALTI or self-service record.

(1) Condition causing reject. The DMIDF is coded "SALTI" and input is not for replenishment of SALTI assets.

(2) Action required. Reject request for issue to customer by supply status card, using status code CA. Annotate the remarks block of the supply status card "Item requested is to be obtained from SALTI stocks." Forward the supply status card to the customer.

g. D34. Advice to manager. Attempted back order release. There is no requisition control file record or there is a disagreement between the requisition control file and the DI/BO record.

(1) Condition causing reject. A back order was tagged for release. This process involves a check of the requisition control file to determine its existence and a verification of quantity between the files involved. A disagreement between the files will result in advice output.

(2) Action required.

(a) Obtain an inquiry of all files concerned (i.e., requisition control, DI/BO, and DMIDF).

(b) Review inquiry reply to determine discrepant file. Review the daily activity register and inquire the requisition history file, if necessary.

(c) Prepare back-order correction cards (DA Forms 2765), DIC Z6_, as necessary. Forward correction cards for key-punching and processing in the next scheduled routine.

h. D8J. Credit balance on requisition control file, if processed.

(1) Condition causing reject. Input is a reinstatement or contains a notification bypass code, and the quantity field is greater than the quantity reflected in the canceled field of the requisition control record or the quantity on which notification was furnished.

(2) Action required.

(a) Review reject to determine correct quantity, and enter the correct quantity in the reentry card.

(b) Determine whether transaction contained an incorrect bypass code and correct, as appropriate.

(c) Forward the reentry card for keypunching and processing in the next issue routine.

i. D8K. Action of this document identifier code is not allowed to/from this stratification/substratification segment.

(1) Condition causing reject. Input is rejected when the following combinations are not present:

<u>Document identifier code</u>	<u>Fund code</u>	<u>Acceptable stratification segment code</u>
ZØ_	Other than GJ	A, 1, 2, D, 5, K, or C
ZØ_	GJ	8, 9, M, or J
AØ_	Other than ZZ or ZY	A, 1, 2, R, K, C, 8, or 9
AØ_	ZZ or ZY	M or J

(2) Action required.

(a) Review output and determine if the input stratification segment was the segment actually desired.

(b) If the incorrect segment was entered in the input, correct the reentry card and forward it to the data processing activity for entry into the next issue routine.

(c) If stocks to be issued are in segments or subsegment not accessed in the issue search pattern, prepare an adjustment to restratify assets to the appropriate segment (such as "A," "1," "2," "D," etc.). Enter the correct stratification code on the reentry card.

j. DGK. Advice to manager. Attempted to release back order, stock available is a substitute, and back order indicates "do not substitute."

(1) Condition causing reject. A receipt (substitute item) was posted to the record and back orders tagged (original stock number) for release. In the back-order release process, the advice codes are analyzed to preclude issue of a substitute when the customer has indicated "do not substitute."

(2) Action required.

(a) Obtain DMIDF inquiries for stock number on back-order and substitute items.

(b) Contact customer to determine whether substitute is acceptable.

(c) If substitute is acceptable, prepare a back-order reversal (DA Form 2765), DIC DG_, and a reinstatement (substitute stock number) (DIC Z0_ with an "11" overpunch in card colm 43). Forward both documents for keypunching and processing in the next scheduled routine.

(d) If substitute is not acceptable and stock is not available or due in on the original stock number, requisition the item from the appropriate supply source. Assure that the applicable advice code is entered in the requisition. Prepare a due-in established card (DD Form 1348m), DIC DF_ or DD_, and forward for keypunching and processing in the next scheduled routine.

k. DHE. Insufficient funds to continue processing supply action.

(1) Condition causing reject. This reject is the result of attempting to generate a requisition card (off depot) (DD Form 1348m), DIC A0_, or purchase action to obtain stock to cover the rejected issue request. As a part of the daily processing, a record is maintained of the monies available to fund off-post actions. As each off-post action is generated, the monies are reduced by the extended dollar value of the action. When there are insufficient funds to cover the action, the input will be rejected.

(2) Action required. Determine the urgency of the request and whether or not cancellation of a less urgent requirement will generate sufficient funds. Reenter when funds are available.

l. DHK. No record on the requisition control file for input document number.

(1) Condition causing reject. Input is a reinstatement of an issue transaction. In this case, a record of the original transaction should appear on the requisition control file.

(2) Action required.

(a) Review the reject to determine whether there is an error in the document number of the input. If this is the case, enter the correct document number in blocks 9 through 12 of the reentry card, and forward the reentry card for key-punching and processing in the next issue routine.

(b) Determine whether incorrect overpunch had been applied, and correct if applicable.

(c) Determine if there was a previous reject which had not been reentered, and take action to reenter.

m. DKG. Advice to manager. Stock available in stratification code R (deferred field), M, or J, or under a conditional substitute stock number, or under condition code E.

(1) Condition causing reject. Assets in stratification segment R (deferred) have been so placed based on a deferred maintenance program and must be coordinated with the maintenance activity if it is to be used to satisfy another requirement. Assets in stratification segment M represent excess that has been reported to an NICP and requires submission of a cancellation notice if stocks are to be used to satisfy a customer demand. Stratification segment J materiel represents assets in a holding account awaiting disposition instructions and must be transferred to an operating segment before issue to satisfy a customer requirement. Conditional substitutes are not automatically issued in-line; the stock manager must determine whether substitute with phrase code Z (conditional) will be issued.

(2) Action required.

(a) After coordination with the maintenance activity for stocks in stratification segment R (deferred), prepare a materiel adjustment card (DD Form 1487), DIC DAD, to move the materiel. Forward the reentry card and the DAD card to the data processing activity for entry in the next daily routine.

(b) For stocks in stratification segment M, prepare a materiel adjustment card, DIC DAD, to move the stock to an issuable segment. Forward the reentry card and the DAD card to the data processing activity for the next daily routine.

(c) If stock is in stratification segment J and the stock manager determines to use the materiel, prepare a materiel adjustment (dual) card to move the stock to the desired segment. Forward the reentry card and the DAD card to the data processing activity for entry into the next daily supply routine.

(d) Obtain a mass inquiry to determine the conditional substitute stock number and, if assets are available for issue, contact the customer for approval. If acceptable, change the stock number and demand code in the reentry card and forward the card to the data processing activity for the next daily routine.

(e) Determine the physical condition of assets in condition code E (i.e., minor repair, packaging, or preservation). If the materiel is determined to be serviceable, enter condition code E in the reentry card and forward the card for keypunching and processing in the next issue routine.

(f) If assets cannot be released from stratification segment R (deferred), J, or M, or condition code E assets and/or substitutes are not acceptable, enter the notification bypass code ("11" overpunch in card colm 41) in the reentry card and forward the card for keypunching and processing in the next issue routine.

n. DKJ. There is a duplicate document number on the requisition control file.

(1) Condition causing reject. There is a record on the requisition control file with the same document number as the input.

(2) Action required.

(a) Check input document for an obvious keypunch error in document number.

(b) If there was an error, correct the reentry card and forward it to the data processing activity for entry into the next issue routine.

\ If no error is apparent, check to see if this
uld have been a reinstatement or reversal. If so,
reentry card and forward it to the data processing
entry into the next issue routine.

there was no apparent error and the document
been a reinstatement or reversal, forward the
he person who prepared the input.

Note. The above paragraphs do not represent all reject decisions which may be received. Checks are made during validation to detect various invalid card columns such as blanks in document number, quantity field, etc. These checks, however, are common to almost all documents involved in this processing system.

3-8. Self-service supply center (SSSC). a. The principles established in AR 711-16 will be followed in the operation of an SSSC.

b. Counter stocks will not be reflected on the accountable property records but will be included in the financial records. Reserve stocks will be held in the regular storage area and reflected on the supply and financial records.

c. The SSSC will use DA Form 2765 (Request for Issue or Turn-in (Mechanical)), DIC Z0, to requisition materiel from depot property, using AX0002 as the requisitioning activity code.

d. Transfers to the SSSC will be on a nonreimbursable basis.

e. Stock fund accountability will be dropped from the applicable materiel category code (including materiel category code E) by using signal code D. At the same time, there will be a corresponding pickup on the financial records in materiel category code 5, which will differentiate the SSSC stocks from other materiel category code E materiel.

f. Signal code D and the assigned SSSC identification number will identify all shipments to the SSSC, and records of these transactions will be maintained.

g. At least twice each year, SSSC inventory accounting will be accomplished on a dollar-value (not line-item) basis and will be reconciled against open inventory dollar value plus dollar-value received minus dollar-value issued on charge accounts.

CHAPTER 4
RECEIPTS AND TURN-INS

Section I. GENERAL

4-1. General. a. Common receipt functions for depot property and field service stocks (e.g., in-checking and inspections) are outlined in AMCR 725-3.

b. Necessary controls will be established and maintained to assure expeditious identification, classification, location, or direct delivery to customers, as appropriate, and prompt posting of receipts to the accountable record.

c. A pre-positioned materiel receipt document (PMRD) file will be maintained in document number sequence.

d. Reconciliation of the PMRD file will be as prescribed in chapter 11.

e. Customer turn-ins of stock-fund materiel that are processed on a nonreimbursable basis will be placed in suspense, pending determination of credit allowance by national inventory control points (NICP's).

4-2. Documentation. a. The following types of documentation may be applicable in connection with the receipts process and will be referred to as materiel receipt documents:

(1) DD Form 250, Materiel Inspection and Receiving Report.

(2) DD Form 1348-1, DOD Single Line Item Release/Receipt Document.

(3) DD Form 1155, Order for Supplies or Services/Request for Quotation.

(4) Vendor's Delivery Ticket/Packing Slip.

(5) Standard Form 1165, Receipt for Cash--Subvoucher.

b. PMRD's (DD Form 1486).

(1) Document identifier code (DIC) DUS for local purchases.

- (2) DIC DW_ for other than local procurement source.
- c. Turn-in card (DA Form 2765), DIC Z3_.
- d. Direct delivery shipment card (DA Form 2765), DIC ZS1.
- e. Reentry card which in most instances is identical to the original input, except that it is identified with an "11" overpunch in card column 36.
- f. Reject/research card, DIC of original source document and identified by decision code in card columns 4 through 6.

Section II. PROCEDURES FOR ADPS DEPOTS

4-3. Establishing and maintaining the PMRD file. Receiving activity will:

- a. Receive PMRD's and direct delivery shipment cards, as applicable, for off-post requisitions and purchase request actions. The cards will be in the format shown in appendix B.
- b. File the cards in document number sequence.
- c. Process changes and cancellations as a result of receiving notices of deletions or amendments. (Changes and deletions will be effected for such actions as catalog changes affecting unit of issue and stock numbers; and supply status cards advising of substitutions and cancellation actions.)
- d. For cancellations (identified with a "C" in card column 72), compare and remove corresponding PMRD's from the file and destroy both cards.
- e. For changed cards, file in the appropriate sequence after removal of the superseded cards.

4-4. Processing the receipt. a. Receiving activity will:

- (1) Pull matching document numbered receipt card from the PMRD file.
- (2) If the document number, stock number, unit of quantity on the receipt card is compatible with receipt document, enter date of receipt (last 3 of Julian date) in card columns 62 through 64 of card.

(3) If a partial quantity is received, prepare a PMRD for that quantity, enter date of receipt in card columns 62 through 64, and the suffix code in card column 51 (obtain suffix code from card column 51 of receipt document).

(4) Prepare a PMRD for the quantity remaining due in and return to file. Destroy original PMRD.

(5) If the PMRD is coded for direct delivery ("D" in card colm 7), pull the direct delivery card from the file and forward the card with the materiel to the direct delivery holding area for pickup by customer.

(6) If a partial quantity is received and the PMRD is coded for direct delivery:

(a) Amend the direct delivery card to reflect the quantity received, and forward the card with the materiel to the direct delivery holding area for pickup by customer.

(b) Prepare a new direct delivery card for the balance due-in quantity and return to the PMRD file.

(c) Destroy original card.

(7) In cases where there are stock number or unit-of-issue differences between the receipt document and the PMRD that cannot be resolved by the receiving activity, or when the quantity received is greater than the PMRD, coordinate with the stock accounting activity.

(8) When materiel is received for which a PMRD cannot be found in the file, coordinate with the stock accounting activity. When appropriate, prepare a DUS or DW_ card, as applicable, with stratification code in card column 70 as prescribed by the stock accounting activity. Also apply code "P" in card column 72 when the transaction is to be processed as a receipt not due in.

(9) Upon completion of receipts processing, distribute documentation as follows:

(a) All materiel receipt documents to the stock accounting activity.

(b) PMRD's with no change in stock number, unit of issue, or quantity to the data processing activity.

(c) PMRD's with change in stock number, unit of issue, or quantity to the stock accounting activity.

(d) PMRD's with code "A" in card column 73 (denoting requirement for adding transportation charges) to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive all materiel receipt documents and those PMRD's for which variances existed in stock number, unit of issue, and quantity. PMRD's will also be received when code "A" is contained in card column 73, denoting the need for computing transportation charges.

(2) When the stock number does not agree:

(a) Research supply catalogs, DMIDF, and/or requisition to determine if stock number has been changed or if the item received is an acceptable substitute.

(b) If the stock number has been changed to the stock number reflected on the materiel receipt document, amend the PMRD to reflect updated number.

(c) If the stock number reflected on the PMRD is correct, change the materiel receipt document to reflect the correct stock number.

(d) If the stock number received is an acceptable substitute for the stock number requisitioned, enter edit code A in card column 72 of the PMRD.

Note. Prior to releasing the PMRD for the receipts routine, insure that the substitute stock number exists on the DMIDF and is properly linked to requested item.

(e) If the stock number received is not acceptable, coordinate with the supplier. When appropriate, prepare the PMRD for processing the receipt to stratification code J and apply appropriate discrepancy code in card columns 65 and 66.

(3) When differences exist in the unit of issue:

(a) Determine correct unit of issue for the stock number received.

(b) Change the PMRD or materiel receipt document, as appropriate.

(c) Determine whether a quantity change is required for unit-of-issue differences and amend, as appropriate.

(4) When the quantity received is greater than ordered:

(a) Determine if the overage is acceptable. (For direct delivery action, coordinate with applicable customer.) If the quantity is acceptable, increase the quantity field of the PMRD and enter code "B" in card column 72.

(b) If direct delivery and the overage is not acceptable to the using organization, process the original PMRD with the requested quantity. If the overage quantity is acceptable for stock, prepare a PMRD for the overage quantity and enter edit code P in card column 72 for processing as a receipt not due in.

Note. Mandatory acceptance of overages is prescribed under certain conditions (e.g., duplicate shipments within a specified dollar value). (See criteria outlined in AMCR 37-26.)

(c) When the overage quantity is not acceptable:

1. Prepare the PMRD for processing the amount accepted.

2. Prepare PMRD for the overage quantity with stratification code J in card column 70. Apply applicable discrepancy code in card columns 65 and 66.

(5) When the quantity received is less than ordered:

(a) Determine whether quantity received constitutes completion of the transaction based on the dollar value or a percentage variation of the quantity (e.g., local procurement contracts).

(b) When the receipt is considered to satisfy completion of the transaction, apply edit code F in card column 72 of the PMRD.

Note. The receiving activity should also be advised to remove all outstanding PMRD's for such transactions.

(c) When the outstanding quantity is to remain as a due-in, the PMRD will be processed as a partial for the amount received.

(6) When the PMRD contains code "A" in card column 73, determine transportation charges and add to the unit price.

Note. The charges will be prorated based on the number of different items received and the quantities for each.

The recomputed unit price will be applied to card columns 74 through 80 of the PMRD and will generate a price change to the DMIDF during the receipt processing routine.

(7) File materiel documents in the accountable receipt file.

(8) Forward the PMRD's to the data processing activity

4-5. Posting the receipt. The following considerations and actions occur within the data processing receipts routine:

a. Reject with decision code DHH any receipt document not identified as DIC D4_, D6_, DW_, or DUS.

b. Process receipt documents for only the specific stratification code, condition code, and edit code cited in the input document.

c. During the receipts process, update the requisition control (RC) file, the due-in/back order (DI/BO) file, and the depot master item data file (DMIDF) with all receipt postings. Reduce the stock fund money register for stock fund items when processing transactions as receipts not due in.

d. When the document number of the input is not found in the RC file, or the RC file is closed and the input is not coded stratification code J or with edit code P, reject with decision code DHK.

e. When the input quantity is greater than the RC quantity and the input is not coded with edit code B or J, reject with decision code DHL.

f. When the input and RC file unit of issue do not agree, reject with decision code DHV.

g. When the requisition in the RC file is coded for direct delivery and the input is not, reject with decision code DER.

h. When the input stock number is not the same as the stock number in the RC, and the edit code in the RC file is not "A" or the input edit code is not "A," "H," or "J," reject with decision code DM7.

i. If the edit code in the RC file is "A," scan the the original RC stock number. If it is not found, reject input with decision code D01.

(2) If the edit code in the RC file is not "A" and the edit code in the input is "A," "H," or "J," scan the DMIDF for original stock number. If it is not found, reject with decision code DØ1.

(3) If the original stock number is found in the DMIDF, scan substitute segment for input stock number. If it is not found, reject with decision code DIC.

(4) If the input stock number is found in the substitute segment but not loaded to the DMIDF, reject with decision code DØ1.

(5) If the RC stock number is not found in the substitute segment of the DMIDF, reject with decision code DIC.

(6) If the input routing identifier code (RIC) of the satellite depot does not equal the RIC of the satellite depot, reject with decision code DIB.

i. When a receipt reversal is entered, coded as stratification code J, reject with decision code DKA if edit code is not "P."

j. When a receipt reversal is entered to process against a stratification segment in which the on-hand balance is less than the quantity on the input, reject with decision code DHQ.

k. When a receipt reversal is entered coded as other than stratification code J and no RC record is found for the input document number, reject with decision code DKD.

l. When a receipt reversal is entered coded for a stratification segment that is not on the DMIDF, reject with decision code DØ4.

m. When the receipt input condition code equals that of the requisition in the RC file and no DI/BO stock number is found, reject with decision code DJ6.

n. When the receipt input condition code does not equal that of the requisition in the RC file, reject with decision code DHW.

o. When the receipt input is coded stratification code J and the requisition in the RC file is for stratification code 5, reject with decision code D73.

p. When the receipt input is coded stratification code J and the RC stratification code is not "5," write due-in reversal for original stratification and input quantity. The due-in quantity reversed will be reflected to the RC quantity canceled field and will also prompt the following actions.

(1) If input is for a stock-fund item, add dollar value of reversal to the stock-fund money pot.

(2) Reduce RC, DI/BO, and DMIDF due-in quantity by quantity reversed.

(3) If RC quantity is reduced to zero, apply closed requisition status code to the RC file.

q. When the receipt input does not find an equal stratification segment on the DMIDF and/or in the RC file, reject with decision code DY4.

r. When the RC quantity and the DI/BO quantity due in are not equal, reject receipt input with decision code DJC.

s. When the receipt input is coded other than stratification code J and no DMIDF segment exists, reject with decision code D04.

t. If the input is for stratification code J, build a "J" segment in the DMIDF and continue process.

u. When the due-in quantity on the RC file and the DMIDF do not agree, reject receipt input with decision code DJD.

v. When the DMIDF acquisition advice code is "K" or "L" and the appropriation and budget code is "2":

(1) Add one-half of 1 percent to the receipt input unit price.

(2) If the computed price is different from the DMIDF, move new price to the output. Prepare and process a catalog price change to change the DMIDF prior to posting a receipt.

w. When the receipt input is coded for stratification and the on-hand in that segment is greater than the level requirement:

If there is no due-in disposition code in the +, pick up in on-hand and nonstocked fields of a segment R.

(2) If the due-in disposition code in the DMIDF is "1," "2," "3," or "4," decrease segment D by the on-hand quantity in excess of 90-day level.

(3) If the due-in disposition code in the DMIDF is "1," increase segment R deferred quantity and the on-hand quantity by the quantity in excess of the 90-day level.

(4) If the due-in disposition code in the DMIDF is "2," increase segment R canceled quantity and on-hand quantity by the quantity in excess of the 90-day level.

(5) When the due-in disposition code in the DMIDF is "3," increase segment 8 canceled quantity and on-hand quantity by the quantity in excess of the 90-day level.

(6) When the due-in disposition code in the DMIDF is "4," increase the segment 8 level revision and on-hand quantity fields by the quantity in excess of the 90-day level.

x. Compute and post acquisition time and add to the number of receipts and materiel acquisition time field of the DMIDF.

4-6. Processing reject/research actions for receipts. The following listed decision codes apply to the receipts processing for identifying input documents which are improperly prepared (keypunched), coded, or are in some manner incompatible to conditions of the files. Actions required are by the stock accounting activity.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
D01	No record of stock number in DMIDF.	Research accountable receipt document, AMC Catalog Data Office (AMCCDO) tapes, or master list to determine the validity of the stock number. Add a record to the DMIDF or correct the stock number on reentry and furnish stock number change notice to warehousing activity, as appropriate.
D04	No record of stratification segment on DMIDF.	Research DMIDF stratification segments and DI/BO file to determine the proper stratification code to be applied to the reentry.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
D73	Invalid action, RC file indicates stratification code 5, input is coded "J."	Research accountable receipt document, DMIDF, DI/BO file, or RC file to determine the proper stratification code to be applied to the reentry.
DER	RC file is coded for direct delivery; receipt input is not.	Coordinate with the receiving activity to effect a direct delivery release of materiel to the customer, if necessary. Key punch a "D" in card column 7 of reentry.
DHE	Insufficient funds in stock-fund money pot to continue processing.	Research unit price in DMIDF, accountable receipt document, and receipt input for error. Correct errors and input reentry. Refer to higher authority if input price is correct.
DHH	Invalid input to this phase. Not DIC D4_ or D6_.	Input reentry to correct routine.
DHK	No record of requisition number on RC file.	Research for proper document number or for reason RC record was deleted. Correct RC record or reentry as required. If no record can be found, code reentry stratification code J.
DHL	Input quantity is greater than quantity on RC file.	Research accountable receipt document, DI/BO file, and RC file. Make corrections to files and reentry as required.
DHQ	Input quantity is greater than quantity on hand.	Reject is a receipt reversal which, if processed, would create a credit balance to the on-hand quantity in this stratification segment. Research DMIDF and daily activity register (DAR) to determine proper stratification code to apply to reentry.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DHV	Input unit of issue does not agree with the RC file.	Research for correct unit of issue. Correct DMIDF or reentry card unit of issue, as appropriate. Compute and convert reentry card quantity field, if required.
DHW	Input condition code is invalid or does not equal RC file condition code.	Research accountable receipt document for possible reclassification action by Quality Assurance (QA). Refer to local item manager for action.
DIB	Card column 69 is not blank, or is an invalid code for satellite depot.	Research RC file for correct satellite depot. Correct input and reenter.
DIC	Receipt under substitute stock number. DMIDF is not cross-referenced.	Research accountable receipt document. If it is annotated "acceptable substitute," load substituted stock number to the substitute segment of the DMIDF and forward reentry to input. Refer other situations to local item manager for action.
DJ6	No DI/BO record found, or document number of input is not on DI/BO file.	Research DMIDF stratification segment, requisition control, and DI/BO files. Make correction to DI/BO or reentry, as required.
DJC	Due-in quantity on RC file and DI/BO file do not agree.	Research RC and DI/BO files. Prepare required adjustments to the due-in fields and input reentry.
DJD	Due-in quantity on RC file and DMIDF do not agree.	Research RC file and DMIDF. Prepare required adjustments to the RC file and DMIDF due-in fields and input reentry.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DKA	Invalid action, reversal of receipt not due in cannot be processed against stratification code J.	Research to determine the proper segment to which this transaction should be processed. Adjust the required quantity from segment J to the selected segment and input corrected reentry.
DKD	Reversal processed; however, a due-in was not reestablished.	Research to determine whether reestablishment of due-in is required, and initiate action accordingly.
DM7	Stock number established as due in on this document number is not the same as the stock number received.	Research accountable receipt document to determine if this is an acceptable substitute or stock number change. Research, add a record to DMIDF, load substitute segment, or other action, as required, and input corrected reentry.
DY4	Invalid or unequal stratification segment on RC file.	Research DMIDF and RC file to determine the proper stratification code. Correct RC file or reentry stratification code, as applicable.

Note. Additional decision codes may also be applicable to receipts documentation, but the required action is self-explanatory through definition of the code. Examples are incomplete document number, quantity, missing stratification code, condition, etc.

4-7. Turn-ins. a. Stock accounting activity will:

(1) Receive turn-in cards (DA Forms 2765), DIC Z3__, from using organizations (through receiving activity) prepared in the format prescribed in appendix B.

(2) Review to determine that all data contained on the is complete and valid.

Forward documents to the data processing activity in routine.

Activities may elect to have turn-ins forwarded receiving activity to the data processing

b. The following actions occur within the data processing routine:

(1) Process turn-ins for property book items to supply inventory records against the price reflected in the DMIDF. In addition to this price, perpetuate the unit price reflected on the turn-in card (depicting the initial acquisition cost to customer) for the financial process.

(2) Prepare property book accounting record turn-in card (GPCF), DIC ZDU, for all property book turn-ins.

(3) Process turn-ins coded for stratification code 5 only against that segment and always as nonreimbursable.

(4) Apply requirements criteria to determine whether materiel turn-ins can be used to satisfy a need. If so, post to appropriate segment.

(5) When need exists and item is stock fund, process as a reimbursable return.

(6) When no need exists, process to unreported excess stratification code as a nonreimbursable transaction. When the item is stock fund, process the turn-in card (DIC Z3_) to the DI/B0 file.

c. Processing reject/research actions. The stock accounting activity will perform the following actions:

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DG1	Routing identifier code is for other than this depot.	Determine proper depot code (parent or satellite) by obtaining a balance inquiry (mass or remote) and correct or apply the valid code to the reentry card.
D72	Quantity field is other than numeric, blank, or contains all zeros.	Check the source document to determine the valid quantity. Correct or apply the valid quantity to the reentry card, keypunch, and resubmit to the data processing activity for processing in the next pass.

Decision
code

Definition

Required action

DHH	Invalid input to this phase. Program error document identifier code (card colm 1-3) is invalid and is not input to this program.	Coordinate with the data processing activity to assure that they are aware of the error and that action is taken to correct the program.
DØ4	No record of stratification segment code on DMIDF. Stratification segment includes stratification code, condition code, and depot.	Correct or apply the valid code to reentry card, keypunch and resubmit to the data processing activity for processing in the next pass.
DØ8	To process this transaction would have caused a credit balance on the DMIDF.	Change input quantity to the quantity in turn-in field or quantity on-hand field, as appropriate.
D85	Contains invalid condition code or is blank.	Check the source document to determine condition of the materiel. Correct or apply the valid code to the reentry card, keypunch, and resubmit to the data processing activity for processing in the next pass.
D15	Fund code in input is in error.	Verify the fund code against the source document, correct the reentry card, keypunch, and resubmit to the data processing activity.
D39	Invalid signal code or is incompatible with condition and fund	Signal codes A, J, D, and M are the only authorized signal codes the program will accept on a turn-in card. Signal codes are assigned as prescribed in AR 725-50. Correct the reentry card and resubmit to the data processing activity.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DGD	Service assignment code is invalid with the signal and fund code.	Verify the fund code against the source document, correct the reentry card, keypunch, and resubmit to the data processing activity.
DØ1	No record of stock number on DMIDF.	<p>a. Verify that the stock number was not erroneously keypunched or transposed. If so, correct stock number in the reentry card, keypunch, and forward to the data processing activity.</p> <p>OR</p> <p>b. Research the Army Master Data File (AMDF) or supply catalogs to determine if there has been a stock number change. If so, correct stock number in the reentry card, keypunch, and forward to the data processing activity. The storage activity must be notified for inventory purposes.</p> <p>c. If input contains correct stock number, establish computer record for item being turned in, and forward to the data processing activity.</p>
DØ2	Unit of issue in input document is blank, contains other than alpha, or does not agree with the DMIDF.	<p>a. The reentry card will contain the unit of issue reflected on the DMIDF, and the research card will contain the unit of issue reflected on the input document. Determine the correct unit of issue from the AMDF or supply catalogs.</p>

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
		b. If the DMIDF is incorrect, coordinate with the cataloging activity to correct the DMIDF by submitting a unit-of-issue change through the catalog program and resubmit the reentry card to the data processing activity.
DIB	Card column 69 is not blank, or is an invalid code for a satellite depot.	Check original document to determine if materiel is to be processed to the satellite account. If so, apply the correct code to the reentry card, keypunch, and forward to the data processing activity. If the turn-in quantity is to be picked up in the parent account, omit the data from card column 69, keypunch, and forward to the data processing activity.

CHAPTER 5
MAINTENANCE SUPPORT

Section I. GENERAL

5-1. General. a. This chapter outlines the action taken in providing support to depot maintenance activities in performing overhaul/rebuild operations.

b. Depot maintenance levels (DML's) will be established only for nonstockage items and will be reflected in stratification code D. Demand data will only be counted for each different program control number (PCN) until such time as the item qualifies and is connected to stockage (stratification code A).

c. Upon determination of repair parts required for a PCN, depot maintenance activities will prepare and submit a program planning card (DA Form 2765), DIC ZPM, for each item. These documents will include the 90-day and total level requirement.

5-2. Documentation. Following are the various types of cards used in processing transactions as prescribed in this chapter:

a. Notice of materiel availability card (DA Form 2765), DIC ZPN.

b. Program planning card (DA Form 2765), DIC ZPM.

c. Document indicating fund availability (DA Form 2765), DIC ZPR.

d. Level adjustment (debit) card (DD Form 1487), DIC Z8A.

e. Level adjustment (credit) card (DD Form 1487), DIC Z9A.

f. DMIDF mass inquiry card (GPCF) (DIC ZCG), type 3, with requester codes DPZPM, DPZPR, or DPROR, when the requisitioning objective (RO) is not sufficient.

g. Manager notification card (GPCF), DIC ZNX.

Section II. PROCEDURES FOR ADPS DEPOTS

5-3. Procedures for processing ZPM and ZPR cards. a. Data processing activity will:

(1) Process the ZPM cards for analyzing the stock accounting activity availability records to determine supply availability.

(2) Prepare a notice of materiel availability card (DIC ZPN), which will be in the same alignment as the program planning document. Enter the following data, as appropriate:

(a) Stock number (card colm 8-22). Enter the stock number from the program planning card, unless there was a stock number change. In this case, enter the change to stock number, with the appropriate stock number code in card colm 72.

(b) Leadtime (card colm 62). Enter the order ship time code from the depot master item data file (DMIDF) when availability advice code AB or AC is used.

(c) Availability advice code (card colm 63-64).

(d) Stock number change code (card colm 72).

1. Code 1 indicates the change to stock number is reflected in card columns 8 through 22 and there are no substitutes.

2. Code 2 indicates the items that have substitute cross references.

3. Code 3 indicates the change to stock number is reflected in card columns 8 through 22, and there are substitute cross references.

4. Blank indicates there is no stock number change or no substitutes.

(e) Unit price (card colm 74-80). Enter the unit price in the DMIDF card (card colm 74-80).

(3) If the RO is not sufficient, the program planning DIC ZPM) is rejected with decision code DB8.

1. If the RO is not sufficient, prepare and process an inquiry card (DIC ZCG), type 3, with requester

(5) Forward the program planning reject cards, the notice of materiel availability cards, and the DMIDF mass inquiry cards to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the following information:

(a) Notice of materiel availability cards (DIC ZPN).

(b) Program planning reject cards (DIC ZPM).

(c) Printout of the DMIDF records from the inquiry routine, requester code DPZPM.

(2) Select the program planning reject cards with decision codes other than "DB8." Accomplish necessary corrective action and reproduce the ZPM cards. Forward the cards to the data processing activity for reprocessing. These actions will include rejects for no DMIDF records, obvious keypunch error, etc.

(3) If corrective action cannot be accomplished (e.g., unit of issue discrepancies), coordinate with the customer to resolve the problem.

(4) Select the program planning card (DIC ZPM), with decision code DB8, and review the action with the corresponding item on the DMIDF mass inquiry card. Determine if the requisitioning objective (RO) and the reorder point (ROP) should be increased.

(5) To increase the RO and ROP, prepare level adjustment (debit) cards (DIC Z8A), in duplicate. Cite control/freeze code 5 in card column 72 and the PCN in card columns 45 through 50.

(6) Forward one deck of cards to the data processing activity to increase the RO and the ROP fields and to add the "Do not compute RO" (control/freeze code 5) to the DMIDF.

(7) Annotate or overprint the second deck of cards with "RO control" and retain in stock number sequence as a suspense file. This suspense file is used as a control and justification for "Do not compute RO" items.

(8) Prepare a notice of materiel availability card (DIC ZPN) with availability advice code AB (card colm 63-64), and cite the order ship time code in card column 62. This card is required whether or not the RO has been increased.

(9) Establish controls to insure that all the action in (1) through (8) above are accomplished in a timely manner for reentry of transactions to processing routines.

c. Data processing activity will:

(1) Receive the documents indicating fund availability (DIC ZPR) and process as follows:

(2) Reject the action with decision code D4T if there is an RO established in stratification segment A. In addition, prepare a DMIDF mass inquiry card using requester code DPZPR.

(3) When the action is not rejected, post one demand to the DMIDF if the ZPR card is the initial requirement (blank--card colm 72) for that PCN. Also, add the nonrecurring demand indicator to the demand field for these requirements and post this action to the nonrecurring demand history file.

(4) Establish a stratification segment D, if required.

(5) Post both 90-day level and the total level to the applicable fields of the stratification segment D record.

(6) Search unreported excess segments 8 and 9, then retention segment (except deferred) R, for assets to satisfy the 90-day level.

(7) If assets are found, restratify inventory to stratification segment D, using a materiel adjustment (dual) card (DIC DAD).

Note. If turn-in assets are used, reverse the non-credit transactions (turn-in card (DA Form 2765) (DIC Z3)) from the customer and reprocess as a credit transaction.

(8) When the requirement can be wholly or partially satisfied by using the reported excess, deferred assets, and/or consigned inventory, discontinue further search and prepare a manager notification card (DIC ZNX) and a type 3 DMIDF mass inquiry card (GPCF) with requester code DPZPR.

a. When supply action is to be continued, search all records with phrase code H or J, providing they have advice code 2B. Scrutinize stratification segments 8, 9, R, M, and J for available assets. If assets are found, discontinue the search pattern.

and prepare a manager notification card (DIC ZNX), with decision code DKG, and a type 3, DMIDF mass inquiry card, with requester code DPZPR.

(10) When assets are not available and a manager notification card has not been prepared, initiate a requisition card (DD Form 1348m), DIC AØ_, or a purchase request action for the ZPR quantity of the 90-day level quantity in stratification segment D. Perpetuate the priority code and project codes from the input document. When the project code is blank, enter "ZCN."

(11) After the levels have been posted and assets have been restratified and/or due-in established, process the DMIDF inquiry actions. Forward the output as follows:

(a) Requisition cards (DIC AØ_) to appropriate supply source.

(b) Purchase request, reject actions, manager notification, and DMIDF inquiry output to the stock accounting activity.

d. Stock accounting activity will:

(1) Receive the manager notification card (DIC ZNX) and process as follows:

(a) Review the corresponding record on the DMIDF inquiry printout to determine what actions or combinations of actions should be accomplished.

(b) Coordinate with the depot maintenance activity to determine if deferred assets can be used. If assets can be used, prepare and process a materiel adjustment (dual) card (DIC DAD) to restratify the inventory to stratification segment D.

(c) Prepare a materiel adjustment (dual) card (DIC DAD) to restratify contingency inventory to stratification segment D if these assets will be used.

(d) The guidelines as to when reported excess materiel can be transferred to stratification segment D are established in chapter 9. Depending upon the supply source, prepare a report of customer excess materiel (DD Form 1348m-3), DIC FTC, or materiel adjustment (dual) card, DIC DAD.

(2) Select the cards with decision code D4T and process as follows:

(a) Review the DMIDF record to determine if the R0 should be increased.

(b) To increase the R0, prepare level adjustment (debit) cards (DIC Z8A), in duplicate. Cite control/freeze code 5 in card column 75 and the PCN or cost center code in card columns 45 through 50.

(c) Forward one deck of cards to the data processing activity to increase the R0 field and to add the "Do not compute R0" (control/freeze code 5) to the DMIDF.

(d) Annotate or overprint the second deck of cards with "R0 control" and retain in stock number sequence as a suspense file.

(e) Prepare a notice of materiel availability card (DIC ZPN) with availability advice code AA or AB, and cite the order ship time code, as appropriate. In addition, enter notification of stratification code C in card column 73 to denote a change.

(f) Forward the notice of materiel availability card (DIC ZPN) to the appropriate customer.

(3) Select the document indicating fund availability (DIC ZPR), with decision code DKG, and process as follows:

(a) Review the corresponding record on the DMIDF inquiry printout to determine what actions or combinations of actions should be accomplished.

(b) When substitute assets will be used, transfer the materiel to the substitute segment A from the unreported excess segments 8 and 9 and the retention segment (except deferred) R.

(c) Transfer assets from substitute assets in contingency K deferred retention and reported excess stratification segments M to segment A, in accordance with instructions for original stock number in (a) through (c) above.

(d) When substitute, reported excess, deferred or retention is used, do not prepare a due-in establishment card (DIC DDS or DF). Enter an overpunch in card column 43 of the document indicating fund availability (DIC ZPR) and forward the card to the data processing activity for processing.

(4) Forward the notice of materiel availability card (DIC ZPN) to the data processing activity.

e. Data processing activity will:

- (1) Receive notice of materiel availability card (DIC ZPN).
- (2) Prepare listing (80-80) indicating the advice code, PCN, and stock number within advice code.
- (3) Forward listing and cards to the depot maintenance activity.

5-4. Deferred programs. A level adjustment (credit) card (DIC Z9A) will be prepared and submitted by the depot maintenance activity when a scheduled project is deferred or when the project will not commence within 30-days of the scheduled date. Request for cancellation card (on depot) (DA Form 2765), DIC ZC_, will be prepared for any outstanding back orders.

a. Data processing activity will:

- (1) Reject the level adjustment (credit) card (DIC Z9A), with decision code D04, when there is no stratification code D record. Prepare and process a DMIDF inquiry, type 3, identified with requester code DPZ9A.

- (2) Reject the level adjustment (credit) card (DIC Z9A), with decision code DGV, if the adjusted DMIDF 90-day level would be less than the back-order quantity.

- (3) Reduce the 90-day and total levels on the accountable segment by the quantities in the level adjustment card, or to zero if the DMIDF quantities are less than the level adjustment card quantities.

- (4) Establish a retention segment R, if required, and restratify the on-hand quantity that is greater than the adjusted 90-day level to the deferred field of the retention segment.

- (5) If there is a due-in which when combined with the adjusted on-hand balance exceeds the new 90-day level, enter due-in disposition code 1 in position 22 of the stratification segment D record. (Position 22 is normal use for the stockage code which is not applicable to the "D" record.) When the materiel is received and posted to stratification code D, this position is analyzed. Based on a code 1, the on-hand quantity above the 90-day level will be subsequently transferred to the deferred area of the retention segment.

(6) Process the request for cancellation card (on depot) (DA Form 2765), DIC ZC_, as prescribed in chapter 6.

(7) Forward all output to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the following:

(a) Reject level adjustment (credit) cards (DIC Z9A).

(b) DMIDF mass inquiry listing.

(2) Select level adjustment reject cards with decision code DGV, and process as follows:

(a) Review the daily processing reject list to determine if the corresponding request for cancellation card (DIC ZC_) has rejected.

(b) In those cases where the cancellation action has rejected, correct and reprocess the cancellation action prior to reprocessing the level adjustment action.

(c) If not previously furnished, request the customer prepare a cancellation request and forward it to the data processing activity. After the cancellation has been processed, reprocess the level adjustment action.

(3) Select level adjustment cards, with decision code D04, for segment D, and process as follows:

(a) Determine if the item has been changed to a stockage item by reviewing the DMIDF inquiry printout.

(b) When the input stock number has an R0 and a control freeze code 5:

1. Remove the corresponding R0 control card from the suspense file.

2. Annotate the quantity deferred and date on the R0 control card and refile.

Prepare a level adjustment (credit) card (DIC Z9A)
A to decrease the R0 and ROP and to remove the
ze code 5, if appropriate, by adding "D" in card
Forward the card(s) to the data processing activity.
ing.

4. Prepare materiel adjustment (dual) cards (DIC DAD) to re-stratify inventory to the deferred area of the retention segment R. This action does not have to be limited to the quantity in segment A which is greater than the R0, but managerial analysis can be applied to use other nonacquisition assets.

(c) Destroy the reject card if the item is a stockage item but does not have a control/freeze code 5.

5-5. Canceled projects. a. Level adjustment (credit) cards (DIC Z9A) will be prepared and submitted by the depot maintenance activity when a project is canceled or completed.

b. The following data elements are applicable to cancellation and will be entered in the level adjustment (credit) cards:

<u>Card columns</u>	<u>Code</u>	<u>Explanation</u>
44	1	Inventory control point (ICP) cancellation.
	2	Depot cancellation. (Local revision based on usage factor.)
51	1	<u>Retain/excess.</u> Retain (assets will be transferred to retention segment for a foreseeable requirement).
	2	Excess (there is no foreseeable requirement; assets will be transferred to the unreported excess segment).
70	D	Assets are in stratification segment D.
	A	Requirements were being satisfied from materiel in stratification segment A.

c. Forward the level adjustment (credit) cards (DIC Z9A) with code A in card column 70 to the stock accounting activity and those with code D in card column 70 to the data processing activity.

d. When appropriate, prepare a request for cancellation card (DIC ZC_) for any due-in (stock accounting back orders).

e. Data processing activity will:

(1) Process the request for cancellation card (DIC ZC_) as prescribed in chapter 6.

(2) Reject the level adjustment (credit) card (DIC Z9A), with decision code D04, when there is no stratification segment D. Prepare and process a DMIDF inquiry, type 3, identified with requester code DPZ9A.

(3) Reject the level adjustment (credit) card, with decision code DGV, if the adjusted DMIDF 90-day level would be less than the back-order quantity.

(4) Reduce the 90-day and total levels on the accountable segments by the quantities in the level adjustment (credit) card, or to zero if DMIDF level quantities are less than the adjustment card quantities.

(5) If required, establish a retention or unreported excess segment and restratify the on-hand quantity in excess of the adjusted 90-day level to the canceled field of the appropriate segment.

(6) If there is a due-in quantity which, when combined with the adjusted on-hand balance, exceeds the new 90-day level, then:

(a) Enter a "2" in position 22 of the stratification segment D record when there is retain/excess code 1. (This code will initiate a transfer of received materiel to the canceled field of the retention segment if cancellation of the due-in cannot be accomplished.)

(b) Enter a "3" in position 22 of stratification segment D record when there is a retain/excess code 2. (This code will initiate a transfer of received materiel to the canceled field of the unreported excess segment if the cancellation of the due-in cannot be accomplished.)

(c) Prepare and process a DI/B0 mass inquiry, type 1, with requester code DPZ9A.

(7) Forward all output to the stock accounting activity.

f. Stock accounting activity will:

Receive the following:

Reject level adjustment (credit) cards (DIC Z9A).

(b) DMIDF mass inquiry listing with requester code DPZ9A.

(c) DI/BO inquiry listing with requester code DPZ9A.

(d) Level adjustment (credit) cards (DIC Z9A) with code A in card column 70 (directly from customer).

(2) Select level adjustment (credit) cards (DIC Z9A), with decision code DGV, and process as indicated in paragraph 5-4b(2) (deferred action).

(3) Select level adjustment (credit) cards (DIC Z9A), with decision code DØ4, for segment D and process as follows:

(a) Determine if the item has been changed to a stock-age item by reviewing the DMIDF inquiry printout.

(b) When the input stock number has an R0 and a control freeze code 5:

1. Remove the corresponding R0 control card(s) from the suspense file.

2. When the level adjustment (credit) card has a retain/excess code 1, annotate the canceled quantity and date on the R0 control card and refile.

3. When the level adjustment (credit) card has a retain/excess code 2, annotate the canceled quantity and date and hold in suspense until after billing and/or disposal has been accomplished. After the item has been disposed of, destroy the R0 control card.

4. Prepare a level adjustment (credit) card (DIC Z9A) for stratification segment A to decrease the R0 and ROP and to remove control freeze code, if appropriate, by adding overpunch in card column 75. Forward the card(s) to the data processing activity.

5. Destroy the level adjustment reject card for segment D.

6. Prepare a materiel adjustment (dual) card (DIC DAD) to restratify any inventory above the R0 and retention level to the canceled area of the appropriate segment R or 8.

(c) Destroy the level adjustment reject card for segment D if the item is a stockage item and does not have a control/freeze code 5.

(4) Select the level adjustment (credit) cards (DIC Z9A), with code D in card column 75, and process as follows:

(a) In conjunction with the data system, prepare and process a DMIDF inquiry, type 3.

(b) Review the DMIDF inquiry and process in accordance with f(3) above.

5-6. Reinstatement of deferred programs. a. When a deferred program is reinstated, a document indicating fund availability (DIC ZPR) will be prepared by the depot maintenance activity and identified with code 3 in card column 72.

b. Data processing activity will:

(1) Reject the action with decision code D4T if there is an RO established in stratification segment A. In addition prepare a DMIDF inquiry using requester code DPZPR.

(2) Establish a stratification segment D, if required.

(3) Post both the 90-day level and the total level to the applicable fields of the stratification segment D record.

(4) Search the deferred area of the retention segment for assets to satisfy the 90-day level reflected in the document indicating fund availability (DIC ZPR).

(5) If assets are found, restratify inventory to segment D by using a materiel adjustment card (DIC DAD).

(6) When the 90-day level has not been completely satisfied, determine if there is a code 1 or 2 in position 22 of the stratification segment D record. When the code is present, delete the code if the complete due-in quantity will be used to satisfy the requirement. When the due-in quantity and deferred quantity is greater than the 90-day level, the action should be considered complete and the code in position 22 is not deleted.

When sufficient assets are not on hand in the area of the retention segment and the due-in is not 2 in position 22, search all deferred areas in stock numbers provided the input is not coded with ?B.

(8) Prepare materiel adjustment (dual) cards (DIC DAD) to reestratify substitute deferred assets to segment A.

(9) If sufficient assets have not been found, continue processing the document indicating fund availability (DIC ZPR) as prescribed in paragraph 5-3c(3) through (11).

c. Stock accounting activity will:

(1) Receive the research document indicating fund availability cards (DIC ZPR).

(2) Select cards with decision code D4T and that have a "3" in card column 73, and process as follows:

(a) Review the item on the DMIDF mass inquiry listing to determine if the R0 should be increased.

(b) To increase the R0, prepare level adjustment (debit) cards (DIC Z9A), in duplicate. Cite control freeze code 5 in card column 75 and the PCN in card columns 45 through 50.

(c) Forward one deck of cards to the data processing activity to increase the R0 field, and add the "Do not compute R0" code to the DMIDF.

(d) Annotate or overprint the second deck of cards with "R0 control," and retain in stock number sequence as a suspense file.

(e) Prepare a notice of materiel availability card (DIC ZPN) with availability advice code AA or AB and cite the order ship time code, as appropriate. In addition, enter change code C in card column 72.

(f) Forward the notice of materiel availability card (DIC ZPN) to the appropriate customer.

(g) Review the DMIDF mass inquiry listing to determine if assets are in deferred area under substitute stock number.

(h) If substitute deferred assets are available, prepare a materiel adjustment (dual) card (DIC DAD) to reestratify the inventory to segment A.

(i) If supply action must be continued, process as prescribed in paragraph 5-3c(6) through (11).

5-7. Restratification of deferred/canceled retention assets.

a. Periodically, items that had been held as foreseeable requirements in the deferred or canceled area will be reviewed to determine whether they can be released. This will be a joint effort on the part of both stock accounting and depot maintenance activities.

b. Listings will be prepared by the depot maintenance activity to indicate that such anticipated requirements did not materialize or no longer exist, and will be submitted to the stock accounting activity.

c. Stock accounting activity will:

(1) Prepare a DMIDF inquiry, type 3, for all items on the list of canceled items and forward the cards to the data processing activity for processing.

(2) Review the DMIDF mass inquiry listing and make determinations as to how assets are to be restratified. This review should consider restratification to acquisition, retention, or excess segments. A further consideration will be assets and/or requirements under substitute stock numbers.

(3) Prepare materiel adjustment (dual) cards (DIC DAD) to restratify inventory from the deferred or canceled areas.

5-8. Review of PCN requirements supported by RO's. a. Data processing activity. Weekly, the data processing activity will:

(1) Scan the RO of stratification code A records against the 90-day requirements in accordance with instructions furnished by the depot maintenance activity.

(2) For those records reflecting an RO that is less than the total 90-day requirement, generate:

(a) Program planning card (DIC ZPM) for the 90-day and total requirement with "rollup" in the PCN field.

(b) DMIDF mass inquiry card (DIC ZCG), type 3, with requester code DPRUP.

(3) Forward the program planning card (DIC ZPM) and DF mass inquiry cards to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the following:

(a) Program planning card (DIC ZPM) reflecting "roll-up" in the PCN field from the data processing activity.

(b) DMIDF mass inquiry cards (DIC ZCG), type 3, with requester code DPRUP.

(2) Process as follows:

(a) Maintain the program planning card (DIC ZPM) in suspense.

(b) Forward the DMIDF mass inquiry cards to the data processing activity.

(3) Upon receipt of the DMIDF type 3 inquiry printout:

(a) Review assets available and compare R0 quantities with the 90-day requirement reflected on the program planning cards.

(b) If the R0 is to be increased, prepare level adjustment (debit) card (DIC Z8A) for the increase quantity and insert control freeze code 5 in card column 75.

(c) Restratify available assets, if applicable, by materiel adjustment (dual) card (DIC DAD).

(d) Retain one R0 increase card in the "R0 control" suspense file.

(e) Destroy the program planning card upon completion of processing action or review.

(f) Initiate replenishment action, if applicable, for procurement of stocks to assure sufficient stocks on hand in support of the revised R0.

Note. The processing actions above must be accomplished within 3 workdays. If the actions are not processed within the prescribed time frame, the next maintenance consumption will generate the same information until necessary action has been taken.

CHAPTER 6

SUPPLY STATUS, FOLLOWUPS, AND CANCELLATIONS

Section I. GENERAL

6-1. General. a. Supply status.

(1) Supply status is a notice of a supply decision made by a supplier to advise the requisitioner and/or designated activities of action taken or to be taken on certain requisitions.

(2) Requisitioners will use supply status to update their requisition suspense files and/or financial records to reflect the latest status on each item, as indicated by the latest supply status document. The latest status information will always be considered prior to determining the necessity for follow up and the point to which followup will be submitted when applicable.

(3) All supply status furnished (except status codes BQ and BR (cancellation advice) and status code C (rejection)) predicts shipment on time as specified by the priority delivery date (PDD) or the required delivery date (RDD) unless specific supply status is furnished advising of an anticipated delay, an estimated date of release, or an amended availability date. Latest available status can be determined by transaction dates entered in card columns 71 through 73 of status cards.

(4) All rejections will contain a "C" in card column 65 followed by an alphabetic character in card column 66 which will furnish the appropriate reason for rejection. Items rejected, if still required, will be requisitioned using new document numbers. The requisitioner will consider the reason for the previous rejection and correct or adequately elaborate in the new requisition in order to preclude similar rejections.

b. Followups.

(1) This regulation prescribes the process for accomplishing response to customer followup requests and the various followup actions generated for follow up on off-post requisitions.

(2) Followup will be submitted to the point to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. In the latter case, followup will be to the activity indicated as currently processing the requisition (i.e., last known source of supply).

(3) Requisitioners will insure that appropriate requisition status and due-in records are maintained, and that supply status and followup data are expeditiously posted to requisition and due-in records to preclude unnecessary followup and to provide a chronological history of supply action.

(4) With the exception of status codes BQ, BR, and BS, followups will be generated against all other "B" status codes.

(5) With the exception of status codes CB and CS, followups will not be generated against "C" status codes.

(6) Media, transmission, and preparation of followup documents will be as prescribed in AR 725-50.

c. Cancellations.

(1) Cancellation of a requisition may be initiated only by the creator of the original requisition.

(2) Cancellation of a requisition will be promptly effected when there is no longer a requirement for the quantity requisitioned. At no time should there knowingly be two requisitions for the same requirement awaiting supply action.

(3) Cancellation of requisitions may be transmitted electrically in the form of administrative messages when time is of the essence. Other media are not considered appropriate. Because of electrical garbling possibilities and human error potential in transcribing messages to key-punched cards by recipient processing points, canceling by this means will be held to an absolute minimum.

(4) Requests for cancellation will not be considered completed until confirmed by a reply to cancellation request card from the supplier. However, when cancellation has been requested and cancellation acknowledgment or other status has not been received indicating that the item cannot be canceled, and the item does not appear on the next back-order reconciliation following the cancellation request, cancellation will be considered complete.

(5) Appendix B contains the card formats used when submitting a cancellation request.

6-2. Documentation. a. DD Form 1348m (DOD Single Line Item Requisition System Document (Mechanical)) is used by whole-sale suppliers to furnish requisitioners with supply status.

b. DA Form 2765 (Request for Issue or Turn-in) will be used by local organizations when initiating a followup or cancellation request. DD Form 1348m will be used by depot property and national inventory control points (NICP's) in initiating and replying to followup and cancellation requests.

Section II. PROCEDURES FOR ADPS DEPOTS

6-3. Procedures for supply status. a. Data processing activity will:

(1) Determine through the edit process if the status information being received is initial status or status as the result of a follow up.

(2) Match the document number of the input document with the same document number on the requisition control (RC) file.

(a) If no match, reject with decision code DHK.

(b) If a match, determine if shipment has been confirmed.

(c) Determine if the RC file contains a due-in/back order (DI/B0).

(d) Locate the stratification segment in the depot master item data file (DMIDF). If no record is found, reject with decision code D04.

(3) Locate the record in the DI/B0 file. If no record is found, reject with rejection code DJ6.

(4) Determine if shipment is for direct delivery.

(a) If it is, locate the cross-reference number and due-in on the RC file.

(b) If no record is found, reject with rejection code DHK.

If no record exists, reject with decision code D04.

(5) Locate the DI/B0 in the DI/B0 file.

(a) If no record exists, reject with rejection code DJ6.

(b) Post the input transaction to the requisition history file.

(6) Locate the document number in the RC file.

(a) If no record exists, reject with rejection code DHK.

(b) If a record is found and the document identifier code (DIC) is "AR0" or "ZR0," determine if the requisition status code is "1" or "A."

(c) If it is "1" or "A," seek another record. If it is not, determine if the DIC is "AA_" or "AE_."

b. Rejections (status codes C_).

(1) Furnish notification to the manager of the rejection status.

(2) Decrease the quantity due in on the pre-positioned materiel receipt document (DD Form 1486, DOD Materiel Receipt Document) (PMRD). Punch a "C" in card column 72 and a "D" in card column 7 if direct delivery.

(3) Increase the total quantity canceled on the RC file.

(4) Decrease the DI/B0 quantity on the RC file.

(5) Post the status code and date to the RC file.

(6) Determine if the DI/B0 is greater than zero.

(a) If not, close the RC record.

(b) If it is, create a PMRD pickup for the difference.

Determine if the rejected quantity is for direct
If it is, remove the indicator and suspend the
ance number.

(8) Decrease the due-in from the DMIDF. If no record is found on the DMIDF, reject with rejection code D04.

(9) Reverse the DI/B0 record and decrease the DI/B0 quantity. If there is no record in the DI/B0, reject with rejection code DJ6.

(10) Initiate a DI/B0 increase for that quantity over and above the quantity rejected.

Note. If status code is "CP," process a catalog change card and input into catalog program.

(11) If the rejected quantity was not for direct delivery, print out a list of the DI/B0 file.

(12) If rejected quantity was for direct delivery, remove the cross-reference number from suspense.

(a) Locate the document number of the cross-referenced number in the RC file.

(b) If no record is found, reject with rejection code DHK.

(c) If a record is found, process as follows:

1. Cancel the direct delivery card.

2. Write "remove" in the price field.

(13) If status code is "CH," "CM," or "CX":

(a) Remove the direct delivery indicator and cross-reference number from the RC file.

(b) Notify the manager with supply status card (DA Form 2765), DIC ZE1.

(c) Forward a listing of the DI/B0 file to the manager.

(14) In the RC file:

(a) Increase the total quantity canceled.

(b) Decrease the DI/B0 quantity.

(c) Determine if stratification code is "A," "1," or "2." If it is "A," "1," or "2," prepare a demand data history adjustment card (GPCF), DIC ZD7, and post the status code and date to the RC file.

(15) If the due-in quantity is not greater than zero, close the RC record.

(16) If the due-in quantity is greater than zero:

(a) Remove the direct delivery indicator and cross-reference number.

(b) Notify the manager with a supply status card (DIC ZE1).

(17) Decrease the due-out quantity in the DMIDF. If no record is found, reject with rejection code DØ4.

(18) Locate the RC stock number in the DI/B0 file:

(a) If no record is found in the DI/B0 file, reject with rejection code DJ6.

(b) If the stock number is found, remove the "D" in card column 7 of the DI/B0 file.

(c) If the status code is "CH," "CM," or "CX," print out the DI/B0 record. If it is not, reverse the back order in the DI/B0 for the canceled quantity.

(d) Decrease the DI/B0 quantity.

(e) Determine if the quantity is greater than zero.

1. If it is not, delete the segment.

2. If it is, furnish the manager with a printout of the DI/B0 file.

c. Reroutings (status codes BK, BL, BM, and BZ).

(1) Produce a PMRD delete.

(2) Post the status code and date to the RC file.

(3) Post the new routing identifier code to the RC and DI/B0 files, if applicable.

(4) Produce a new PMRD with the new document identifier.

d. Confirmations (canceled (DIC's AG_ and ZG_); shipped (DIC ARØ and ZRØ)).

(1) Determine if the transaction is a cancellation acknowledgment. If it is, cancel the PMRD.

(2) Increase the total quantity canceled and decrease the DI/BO quantity on the RC file.

(3) Determine if the DI/BO quantity is greater than zero.

(a) If not, close the record.

(b) If it is, produce a new PMRD for the difference.

(4) Decrease the due-in quantity in the DMIDF. If no record is found in the DMIDF, reject with rejection code DØ4.

(5) Reverse the back order in the DI/BO, decreasing the DI/BO quantity.

(a) If no record is found, reject with rejection code DJ6.

(b) If the quantity is equal to zero, delete from the DI/BO.

(c) If the quantity is greater than zero, pick up the difference in the DI/BO.

(6) Determine if the transaction indicates materiel has been shipped.

(a) If the input quantity is greater than the quantity issued, reject with rejection code DHL.

(b) If it is not greater than the quantity issued, increase the total quantity confirmed and post the mode of shipment and date.

(c) If the DI/BO is not equal to zero or if the receipt/issue has been confirmed, close the RC record.

(d) If the DI/BO is equal or if the receipt/issue has been confirmed, post to the RC file.

BJ, BG, and BC).

(1) Determine if the stock number and unit of issue are the same as on the RC file. If the stock number and unit of issue are not compatible with the RC file, reject with rejection code DHV.

(2) Locate the DI/B0 record.

(a) Post the status code to the DI/B0.

(b) If not found on the DI/B0, reject with rejection code DJ6.

f. Shipment (status codes BA and BT).

(1) Post status code and date to the RC files.

(2) Post status code to the DI/B0 files.

(3) If no record exists in the DI/B0 file, reject with rejection code DJ6. If no record exists in the RC file, reject with rejection code DHK.

g. Back ordered (status codes BB, BD, and BV).

(1) Post status code, date, and estimated date of release to the RC files.

(2) Post the estimated delivery date (EDD) in the DI/B0 file.

(3) If no record is found in the DI/B0 file, reject with rejection code DJ6.

h. Shipment of a substitute (status code BH).

(1) Determine if the RC file contains advice code 2B or 2J, and if edit code A is in input. If not, reject with rejection code D24.

(2) Delete the PMRD under the requisitioned stock

Decrease the due-in in the DMIDF. If no record reject with rejection code D04.

Post the requisitioned stock number in the DI/B0

- (a) Reverse the back order in the DI/B0 file.
- (b) If no record is found, reject with rejection code DJ6.
- (c) Delete the original requested stock number from the DI/B0 file.
- (d) Add the substitute interchangeable stock number.
- (5) Produce a catalog change card to add substitute stock number to the DMIDF.
- (6) Produce a PMRD for pickup of substitute stock number.
- (7) Locate the substitute item in the DMIDF and increase the due-in quantity. If no segment is found, build and add a segment to the DMIDF.
- (8) If item is direct delivery, locate the cross-reference number as applies to the original requisitioned stock number in the RC file.
 - (a) If located, produce a direct delivery shipment card (DA Form 2765), DIC ZS1 (drop).
 - (b) If not found, reject with rejection code DHK.
- (9) Locate the proper segment in the DMIDF and decrease the dueout. If not found, reject to the stock accounting activity with rejection code D04.
- (10) Locate the original requested stock number in the DI/B0 file.
 - (a) Reverse the back order.
 - (b) Delete the DI/B0 segment.
 - (c) If no record is found, reject with rejection code DJ6.
 - (d) Create a DI/B0 segment with the substitute stock number and add to the DI/B0 record.
- (11) Change the stock number in the RC record.
- (12) Initiate a new direct delivery shipment card (DIC ZS1) pickup.

(13) Locate the subitem in the DMIDF.

(a) Increase the dueout quantity.

(b) If no segment is found, build and add a segment to the DMIDF.

i. Shipment of a free issue (status code BN).

(1) Produce a PMRD drop from the RC file.

(2) Initiate a change to the signal and fund code in the RC file.

(3) Produce a new PMRD card and add to the RC file.

(4) Locate the document in the DI/B0 file and produce a DI/B0 drop card. If no record is found, reject with rejection code DJ6.

(5) Initiate a change to the signal and fund code in the DI/B0 file.

(6) Produce a new DI/B0 pickup card and increase the funds in the money pot.

6-4. Procedures for followup. a. Data processing activity will:

(1) Determine through the edit process if the DIC is "AF1" (off depot) or "ZF1" (on depot).

(2) DIC AF1 (off depot). Scan the RC file for open (due-in) records.

(3) Generate a followup card (DD Form 1348m), DIC AF1, when the EDD is past, and transceive to the applicable supply source when the routing identifier code (RIC) is other than the local depot property activity.

(4) Generate a followup card (DIC AF1) when the EDD is past, and forward the card to the stock accounting activity in the RIC is that of the local depot property activity.

(2) Contact the local contracting office for the latest status and/or delivery information on items due in from local procurement.

(3) Forward updated delivery date to the data processing activity for updating the requisition in the RC file.

c. Data processing activity will:

(1) Followup card (on depot) (DA Form 2765), DIC ZF1-- scan the RC file for the open (due-in) records.

(2) Generate a reply to followup, with shipment status--materiel release confirmation card (on depot) (DA Form 2765), DIC ZR_, or shipment status--materiel release confirmation card (off depot) (DD Form 1348m), DIC AR0, if the record indicates that shipment has been made.

(3) Generate a followup answer (on depot) (DA Form 2765), DIC ZA1, or a supply status--reply to followup (off depot) (DD Form 1348m), DIC AA1, if the record indicates that shipment has been ordered, placed on back order, or previously rejected/canceled to the customer. The reply will reflect the appropriate status code and EDD, when applicable.

(4) If no record is found on the RC file, reject the followup request with decision code DHK for research.

(5) Generate a followup card (on depot) (DA Form 2765), DIC ZF6, on local nonconfirmed shipments and forward to the storage activity.

(6) Receive an appropriate reply from the storage activity for updating the RC file.

d. Storage activity will:

(1) Prepare and forward a shipment status--materiel release confirmation (MRC) card (on depot) (DA Form 2765), DIC ZR0, and a materiel release denial (MRD) card (on depot) (DD Form 1348m), DIC Z2_, if appropriate, to the data processing activity for updating files when shipment has been made but the shipment status--MRC card was not forwarded.

(2) Prepare and forward a shipment status--MRC card (on depot) (DA Form 2765), DIC ZR_, to the data processing activity when shipment was not made, entering the estimated shipment date in card columns 57 through 59. The shipment will be subsequently reported by the storage location by the forwarding of materiel release confirmation and/or denial cards, as appropriate.

(3) If no record exists in the storage location of receipt of a materiel release document, coordinate with the depot property activity as to action to be taken.

6-5. Procedures for cancellations. a. Data processing activity will:

(1) Edit, validate, and/or reject organizational originated request for cancellation card (on depot) (DA Form 2765), DIC ZC_, as appropriate.

(a) Rejections. Forward a research card and a reentry card to the stock accounting activity. Reject/decision codes with explanations and required actions are contained in paragraph 6-6.

(b) Validations. Process the cancellation request against the RC file to determine if a record exists, as well as the status of the requisition. This will result in the following actions and output documentation:

1. Produce and forward to the requisitioner a shipment status--reply to cancellation card (DA Form 2765), DIC ZU1, or a reply to cancellation request--shipment status card (DD Form 1348m), DIC AU_, as applicable, should the record indicate the requisition has been completed.

2. Produce and forward to the requisitioner a reply to cancellation request (on depot) (DA Form 2765), DIC ZG1, or reply to cancellation request (off depot) (DD Form 1348m), DIC AG1, as applicable, should the record indicate the requisition has already been canceled.

3. Produce and forward to the stock accounting activity a notification of rejection, with decision code DC3, should the record indicate that the requisition is open and ordered for shipment.

4. Produce and forward to the requisitioner a reply to cancellation request (on depot) (DIC ZG1), should the record indicate that the requisition is on back order for direct delivery.

a. Cancel the back order and remove the direct delivery indicator from the RC file.

Produce a cancellation card (off depot) (DD Form AC1, and forward to the supply source.

c. Produce corrected PMRD's with an edit code C in card column 72 and forward to the storage activity.

5. Produce and forward to the requisitioner a reply to cancellation request (on depot), DIC ZG1, should the record indicate that the requisition is on back order and not direct delivery.

a. Cancel the back order.

b. Produce a printout of the DI/BO file and forward to the stock accounting activity.

(2) Produce and furnish an information advice card containing decision code D54 in all instances where a cancellation action is accomplished as requested by the requisitioner, and forward the card to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive research and reentry cards from the data processing activity.

(a) Research card. This card will be the image of the original input document except that card columns 4 through 6 will contain a decision code that indicates the reason for rejection.

(b) Reentry card. This card will be the exact image of the original input and will be identified by the presence of an "11" overpunch in card column 36.

(2) Initiate required action (para 6-6) necessary to complete the processing.

(3) Receive copy of DI/BO listing in those instances where the back order is not cross referenced to a specific due-in.

(a) The manager will determine which outstanding due-in is to be canceled.

(b) The manager will also prepare a cancellation request (in duplicate) and will forward one copy to the applicable supply source and one copy to the data processing activity for processing in the next daily transaction process.

c. Data processing activity will:

(1) Receive a reply to the cancellation request (DIC AG_ or AU_) from the supply source.

(2) Input the documents into the daily transaction processing program to:

(a) Update the delivery date (DIC AU_).

(b) Cancel (reverse) the due-in (DIC AG_).

(c) Prepare corrected PMRD's.

(d) Forward the PMRD's to the storage activity.

6-6. Processing reject actions. The stock accounting activity will receive rejections from the data processing activity and will process the rejections in accordance with the following actions:

<u>Reject/ decision code</u>	<u>Explanation</u>	<u>Required action</u>
DC3	Cancellation request received. No action taken as RC file indicates item ordered for shipment, but shipment has not been confirmed.	<p>(1) Confirm shipment or denial with storage activity.</p> <p>(2) If shipment is confirmed, prepare a shipment status, reply to cancellation card (DIC ZU_) and furnish to customer.</p> <p>(3) If shipment is denied, furnish a reply to cancellation request card (on depot) (DIC ZG_) to the customer.</p> <p>(4) If shipment can be stopped, process an MRO card (on depot) (DD Form 1348m), DIC Z5_ (reversal) and a reply to cancellation request (on depot) (DIC ZG1), in duplicate. Furnish one copy to the customer and one copy to the data processing activity. This action will close the file.</p>

<u>Reject/ decision code</u>	<u>Explanation</u>	<u>Required action</u>
DC4	Cancellation request received and processed. Item is due in from local procurement.	Contact the procurement office and request cancellation. If cancellation can be accomplished, prepare a reply to cancellation request (on depot) (DIC ZG1), with status code BQ, and forward to the data processing activity.
DHK	No record on the RC file for input document number, or in event input is for direct delivery record, the cross-reference document cannot be found.	Submit inquiry into the history tape to determine whether item was shipped or previously canceled; advise the requisitioner accordingly. Discard the research and reentry cards.
DHL	Input quantity greater than quantity on RC file or unprocessed quantity.	Research the rejection and enter correct quantity on reentry card (card colm 25-29). Key punch, then forward to data processing activity.
DHV	Unit of issue does not agree with RC file.	Research latest stock catalog to determine correct unit of issue. Insert correct unit of issue in reentry card, or initiate action to change local record.
DJ6	No DI/B0 record found, or document number of input is not on DI/B0.	Confirm with storage activity that shipment has been received or if back order has been canceled, and initiate action to close out the record.
DMM	Advice of shipment received. Receipt not yet processed.	Confirm with storage activity that shipment has been received. If it has not been received, request tracer action be taken.

<u>Reject/ decision code</u>	<u>Explanation</u>	<u>Required action</u>
D04	No record of stratification segment code on DMIDF. Stratification segment includes stratification code, condition code, and depot.	Review input document and enter correct code in block on reentry card, and resubmit for processing in next cycle. If code is correct, prepare an add-a-record card (GPCF) (DIC ZNV) using type-of-change code 009. Key punch, then forward to data processing activity.
D24	Advice of substitution. Requisition indicated no substitute.	Research and determine if substitute is acceptable. File reentry card using an edit code A in card column 72.
D42	Advice to manager. Due-in or back order has been canceled. DI/B0 inquiry is being furnished for review to determine whether further action is required.	Review the due-in or back order quantities. Initiate cancellation action when required.
D54	Advice to manager. Status received requires managerial review; cannot be processed mechanically.	Retain this information for possible future billing in the event due-in cannot be canceled or materiel cannot be used.

CHAPTER 7

DEMAND DATA AND LEVEL MANAGEMENT

Section I. GENERAL

7-1. USAMCID, ASF,¹ inventory stratification policy. The inventory stratification policy has been established in order to relate the inventory, requirements, and sales breakouts necessary in the budgeting and funding process with the manner in which inventory and specified assets and issue data are segmented or recorded. In addition, this segmentation of inventory, requirements, and sales breakouts will assist the supply manager by identifying specific types of inventory (e.g., retention) for analysis. Requisition objectives (RO's) will be recomputed upon reaching the reorder point (ROP). Additionally, RO's will be recomputed on a monthly basis to insure that the most current level is indicated based on actual demand experience even if the ROP has not been reached.

7-2. Identifying inventory stratification. a. In order to relate inventory reflected in the accountable balance records and transactions resulting from processing against these records to the inventory stratification breakout required for reporting and budgeting, the accountable balance records are identified as follows:

(1) Stratification code A with a requisitioning objective (RO) quantity--PTFMR² acquisition recurring demand stocks.

(2) Stratification code 1, mission essential; code 2, standby; and code D, other--PTFMR acquisition nonrecurring demand stocks.

(3) Stratification code A without an RO quantity--PTFMR acquisition, nonstocked.

(4) Stratification code R--PTFMR retention.

(5) Stratification code 8, unreported excess; code 9, excess reported to USAMC Facilities and Services Center in accordance with AMCR 755-9; code M, excess reported to wholesale inventory manager--potential Department of Defense (DOD) excess.

(6) Stratification code K, mobilization reserve stock.

¹United States Army Materiel Command Installations Division, Army Stock Fund.

²Peacetime force materiel requirements.

(7) Stratification code C, contingency retention stocks.

(8) Stratification code H, inventory temporarily in use.

(9) Stratification code J, consigned inventory.

b. For control purposes only, the following stratification segment codes are provided:

(1) Stratification code 3, warehouse denials.

(2) Stratification code 5, non-USAMCID, ASF-owned or financed inventories.

c. Stratification codes R, 8, 9, and M are subdivided to reflect reason for retention and/or the situation that caused the excess.

d. Complete definitions for the stratification codes and stratification subdivisions are contained in chapter 1. Whenever possible, stocks will be reflected in the recurring demand segments. Therefore, as soon as sufficient demands are received to qualify an item as recurring demand stockage, any nonrecurring and/or nonstockage assets will be reclassified as recurring demand.

7-3. Stockage levels. a. Requisitioning objectives will be established and identified based on the criteria established in AR's 711-16 and 711-25, and as prescribed in this regulation.

b. Mechanized installations will use stockage list code Z (not published in AR 711-25) to differentiate between economic inventory procedures (EIP) and non-EIP stockage. Stockage list code Z is authorized for internal use only and will be converted to stockage list code Q when off-depot documents are prepared.

c. Concurrent support items (stockage list code P) will be identified in stratification code A. When enough demands are received to qualify the item as regular stockage, the stockage list code will be changed to "Q."

d. Items such as mission essential (stockage list code M), standby (stockage list code S), and maintenance float (stockage list code F) will be stocked and maintained as outlined in AR 711-16.

e. At least once a year, stockage list codes F, M, P, and Z items will be reviewed by the local item manager. Stockage list code S will be reviewed semiannually.

f. Inventory control points (ICP's) will be requested to review stockage selections and deletions as prescribed in AR 711-25.

g. Based upon the prescribed number of days of supply, RO's will be established by the installation supply officers for all items authorized for installation stocks for which there is a recurring and/or anticipated demand at the installation.

7-4. Accumulating demand data. a. The number of demands received from local customers and the quantity of the demands received from local customers will be posted and accumulated as a demand history record. This record will be used to establish and maintain RO's.

b. Both recurring and nonrecurring demands from parent and satellite installations will be recorded.

c. At the discretion of the supply manager, nonrecurring demands can be eliminated (on a line-item basis) as consideration for establishing and retaining RO's if there is a potential danger of eventually creating an excess situation.

d. The following are special considerations for "Other" demands (stratification code D):

(1) Upon receipt of a customer's document indicating fund availability (DA Form 2765), DIC ZPR, citing a specific program control number (PCN), one "number of demands" will be posted to the demand history record. The number of demands will not be increased for any subsequent increase of the total requirements on the same PCN. The quantity of demands will not be posted for these requirements at this time.

(2) Upon the subsequent receipt of individual request for issue cards (DA Forms 2765), DIC ZØ, for items previously forecasted, the individual quantity of demands will be posted; however, the number of demands will not be posted.

(3) In both cases cited in (1) and (2) above, the demand history record will be coded to reflect a nonrecurring demand posting.

7-5. Establishing Order Ship Time (OST). a. The OST is in days between the date of the requisition or purchase request and the date of receipt of the materiel is considered the OST.

b. Provisions will be made to accumulate this datum on the demand/receipt history file.

c. The average OST will be determined by dividing the accumulated OST in number of days by the accumulated number of receipts.

d. A 30-day average OST will be used for new items.

e. When there are no receipts within 1 year, the existing OST code will be retained until a subsequent receipt is processed.

7-6. Computing RO's, operating levels (OL's), safety levels (SL's), and retention quantities. a. RO's will be established for any item on which three or more demands have occurred within 360 days. The criterion for computing the RO will be either EIP or non-EIP, as applicable.

b. During the development of an RO under the EIP concept, the OST and the SL are an integral part of the formula used, but are not specifically identified as such. That portion of the RO which constitutes either of these levels can be ascertained at any given time without a separate identification in the accountable records.

c. Following are explanations of the steps taken to arrive at RO's, as well as the method for identifying the OL, SL, and retention quantities when required:

(1) Non-EIP--RO development (three or more demands control period).

(a) Determine OST. For computer-equipped depots, this is reflected by an OST code in the depot master item data file (DMIDF).

(b) Add OST, OL (30 days), and SL (15 days). This total represents the RO expressed in number of days.

(c) Divide the RO (number of days) by the number of the control periods to arrive at percentage factor used.

Multiply the percentage factor by the quantity control period to determine the RO quantity.

(2) Non-EIP--Determining OL and SL.

(a) Determine number of days represented by the RO. This is the OST plus the 30-day OL and 15-day SL.

(b) Divide the RO quantity by the number of days reflected in the RO to arrive at the average quantity required per day.

(c) Multiply the average quantity required per day by 30 to arrive at OL and by 15 to arrive at SL.

(3) EIP--RO development (demand frequency based on dollar value as prescribed in figure 8, AR 711-16).

(a) Determine dollar value of quantity demanded (quantity demanded multiplied by unit price).

(b) Divide quantity demanded by operating level factor (OLF) (as fixed by table B, fig 8, AR 711-16) to determine the operating level quantity (OLQ).

(c) Divide the quantity demanded by the reorder point (ROP) factors (as fixed by table C, fig 8, AR 711-16) to determine the ROP quantity.

(d) Add the OLQ and the ROP quantity to arrive at the O quantity.

(4) EIP--Determining OL and SL.

(a) Subtract the ROP quantity from the RO quantity to arrive at the OLQ.

(b) Divide the OLQ by the number of days supply depicted by the OLF. (OLF 1 is 360 days; OLF 2 is 180 days; OLF 4 is 90 days; and OLF 0 is 30 days.) The result of this computation reflects the average quantity required per day.

(c) Multiply average quantity required per day by 15 to arrive at the SL.

(5) Retention quantities.

(a) Stocks equal to the sum of the RO plus an additional quantity for 360 days expected usage are authorized for retention. Quantities over the authorized retention level will be retained if the line-item value of this excess is less than \$50. The quantity of on-hand inventory procured or a nonstocked acquisition demand requirement that has been

canceled may be retained if there is a foreseeable demand within the following 360 days. Assets in retention identified as "deferred" and "canceled" may be retained for a maximum of 1 year.

(b) Determining retention level, EIP concept.

1. Determine the OLQ by subtracting the ROP quantity from the RO.
2. Determine the authorized retention level by multiplying the OLQ by the OLF.

(c) Determining retention level non-EIP concept.

1. Determine average daily quantity required as explained in (4)(a) and (b) above.
2. Determine the authorized retention level by multiplying the average daily quantity required by 360 days.

(d) For computer-equipped depots, stockage items that are coded "do not compute RO" will be considered as having 90-day RO. The authorized retention is determined by multiplying the OLQ by OLF 4.

(e) In instances where the unit pack quantity is greater than the RO and retention quantity, the unit pack quantity minus the RO quantity will be considered the retention quantity.

7-7. Summary accounting for low-dollar turnover items (SALTI)
a. The supply and financial accountability records are adjusted at the time of conversion to SALTII.

b. Replenishment is based on the return of the ROP record card that causes the subsequent preparation and processing of a request for issue card (DIC ZØ_). The ROP record cards can be processed on a daily or weekly basis, depending upon volume.

c. Parent and satellite location.

(1) Satellite installations may maintain a supplementary SALTII activity.

Satellite installations will accomplish replenishment by drawing stocks from the parent depot SALTII and the SALTII shopping lists.

(3) Satellite installations will establish manual controls to determine OL's and ROP quantities at the satellite location.

d. SALT I lists. An annual listing will be prepared to include all items maintained under SALT I and will be distributed to the customers. SALT I monthly customer change listings will also be prepared and distributed.

e. Criteria.

(1) The criteria in AR 711-16 will be used to determine if a specific item can be converted to SALT I.

(2) In addition to the criteria in AR 711-16, the item--

(a) Cannot be controlled, frozen, regulated, or classified.

(b) Cannot have acquisition advice code F, N, S, T, V, W, or Y.

(c) Cannot have due-ins or back orders in any stratification segment.

(d) Cannot have a positive quantitative figure in any field in stratification segment D, 3, C, H, J, or K, or in the deferred or canceled areas of the retention segment.

(e) Cannot have stock on hand in condition code E or F.

(f) Cannot be coded to indicate the item was removed from SALT I during the preceding 12 months.

(g) Must be expendable.

(h) Must have a shelf life of more than 1 year.

(i) Must have an ROP quantity of 2 or more.

(j) Must have stock on hand in stratification code A, condition code A, that is equal to or greater than the ROP.

(k) Cannot have a control/freeze code.

f. Items accounted for and maintained as SALT I will be released to units and organizations on a locally reproduced SALT I shopping list.

g. The locally reproduced SALT I shopping list will be prepared in duplicate for all SALT I turn-ins.

7-8. Self-service supply center (SSSC). SSSC will be established and maintained as prescribed in chapter 15, AR 711-16.

7-9. Documentation. a. The following cards will be prepared by various activities for input in conjunction with the demand data and levels management:

(1) Level adjustment cards (DD Forms 1487), DIC Z8A (debit) and Z9A (credit).

(2) Demand data history adjustment card (GPCF), DIC Z97.

(3) Summary accounting transfer record card (GPCF), DIC ZS8.

(4) SALT I reorder point record card (GPCF), DIC ZS0.

b. The following cards are furnished as output from the automatic data processing (ADP) programs involved in demand data and levels management:

(1) Stockage list card (DA Form 2786), DIC 19_.

(2) Notice of materiel availability card (DA Form 2765), DIC ZPN.

(3) Summary accounting transfer record card (GPCF), DIC ZS9.

(4) SALT I reorder point record card (GPCF), DIC ZS0.

(5) Request for SALT I inventory card (GPCF), DIC ZN4.

c. The following listings are used in conjunction with demand data and level managements:

(1) Recommended mission-essential/standby items listing.

(2) Matched mission-essential/standby items level adjustment listing.

(3) Unmatched mission-essential/standby items level listing.

IDF unmatched mission-essential/standby items listing.

- (5) Demand/receipt history inquiry output listing.
- (6) Nonrecurring demand history output listing.
- (7) DMIDF mass inquiry output listing.
- (8) SALTI monthly customer change listing.
- (9) Stockage code P and do not compute RO items listing.

Section II. PROCEDURES FOR ADPS DEPOTS

7-10. Establishing mission-essential and/or standby levels.

a. The customers will identify and recommend items and quantities of materiel to be stocked as mission essential or standby. After obtaining appropriate approvals, a separate listing for recommended mission-essential or standby items, including the following minimum data, will be forwarded to the stock accounting activity:

- (1) Stock number.
- (2) Unit of issue.
- (3) Quantity.
- (4) Unit price.
- (5) Organization symbol.
- (6) Nomenclature.

b. Stock accounting activity will:

(1) Receive and review the mission-essential/standby items listings.

(2) Prepare two level adjustment (debit) cards (DIC Z8A) for each item on the mission-essential or standby items listing. Enter one of the following stratification codes, as appropriate:

- (a) Stratification code 1--mission essential.
- (b) Stratification code 2--standby.

(3) Retain one deck of cards and mission-essential and standby items listing in suspense.

(4) Forward the other deck of level adjustment (debit) cards, (DIC Z8A) to the data processing activity.

c. Data processing activity will:

(1) For items having an R0 established in stratification segment A:

(a) Code the DMIDF record to identify mission essential or standby (B bit indicator in position 74 of the DMIDF).

(b) Reject the level adjustment (debit) card (DIC Z8A) to the stock accounting activity citing decision code D4T.

(2) As appropriate, establish a stratification segment 1 or 2 for items that do not have an R0 established, and post the level to the DMIDF.

d. Stock accounting activity will:

(1) Receive rejected level adjustment (debit) cards (DIC Z8A) and remove matching suspense cards.

(2) Annotate the suspense mission-essential/standby items listings with "R0" for all items stocked in stratification segment A. Forward one copy to the customer and retain the remaining copy for file.

(3) Prepare a stockage list card (DIC 19_) for each item that had a level established and is not coded as acquisition advice code A, B, C, D, E, K, or L.

(4) Forward the stockage list card (DIC 19_) to the appropriate supply source or Army class manager activity (ACMA) as prescribed in AR 711-25.

(5) Maintain backup data files of the level adjustment (debit) cards (DIC Z8A).

7-11. Deleting/reconciling mission-essential and/or standby levels. a. Stock accounting activity will:

(1) Semiannually, remove all level adjustment (debit) - (DIC Z8A) from the backup file.

Forward the cards to the data processing activity

b. Data processing activity will:

(1) Review all items identified as mission essential, standby, and those coded with a bit indicator in position 74 of the DMIDF.

(2) Match the results of the review with the level adjustment cards received. Inasmuch as it is possible to have more than one customer establishing the same item as mission essential or standby, the quantities for like stock numbers will be matched against the rollup quantity in the DMIDF.

(3) Prepare a matched mission-essential/standby items level adjustment listing for those level adjustment cards that match the data posted in the DMIDF. This listing will be in stock number sequence and segregated by organization symbol code, and by mission essential, standby, and bit indicator, position 74, of the DMIDF.

(4) Prepare a DMIDF unmatched mission-essential/standby items indicator listing for those items appearing on the DMIDF which have no matching backup card.

(5) Prepare a separate listing of unmatched mission-essential/standby level adjustment cards. Prepare the listing in stock number sequence and segregated by organization symbol code.

(6) Forward listings and cards to the stock accounting activity.

c. Stock accounting activity will:

(1) Forward one copy of the matched mission-essential/standby items level adjustment listing to the appropriate customer. Retain one copy in suspense.

(2) Forward one copy of the unmatched mission-essential/standby items level adjustment listing to the appropriate customer. Retain one copy in suspense.

(3) Circulate the DMIDF unmatched mission-essential/standby items listing (bit indicator in position 74 of the DMIDF) to all customers for review and annotation of any changes or deletions.

(4) File all level adjustment (debit) backup cards (DIC Z8A).

d. The customer will:

(1) Receive the matched mission-essential/standby items level adjustment listing, annotate changes or deletions thereto, and return to the stock accounting activity.

(2) Receive the DMIDF unmatched mission-essential/standby items level adjustment listing.

(a) Annotate organization symbol, quantity, and type-of-stockage code applicable for those items which should be stocked.

(b) Forward listing to next appropriate customer for review. The last customer will return listing to the stock accounting activity.

e. Stock accounting activity will:

(1) Receive the matched mission-essential/standby items level adjustment listing from the customer and process as follows:

(a) Delete action requested when only one customer is involved.

1. Prepare a level adjustment (credit) card (DIC Z9A) and forward to the data processing activity.

2. If previously reported in accordance with AR 711-2 prepare a stockage list card (DIC 19_) and forward to the appropriate supply source/ACMA.

3. Destroy the appropriate level adjustment (debit) card (DIC Z8A) in the backup suspense file.

(b) Delete action requested by one customer when more than one customer is involved.

1. Process as outlined in (a)1 and 3 above for the customer requesting deletion.

2. Retain level adjustment (debit) backup cards (DIC Z8A) in the backup suspense file for remaining customers.

(c) Change requested with only one customer involved.

1. Prepare a level adjustment card (DIC Z8A (debit) or Z9A (credit)) for the change requested and forward to the data processing activity.

2. Prepare a new level adjustment (debit) card (DIC Z8A) incorporating the new data and retain in the backup suspense file.

3. Destroy the old level adjustment (debit) card (DIC Z8A) previously held in the backup suspense file.

(d) Change requested by one customer when more than one customer is involved.

1. Process as outlined in (a)1 and 3 above for the customer requesting the change.

2. Retain level adjustment (debit) backup cards (DIC Z8A) in the backup suspense file for the remaining customers.

(e) Delete action requested (bit indicator in position 74 of the DMIDF).

1. The level adjustment (debit) card (DIC Z8A) previously held in the backup suspense file will be reproduced and the DIC changed to "Z9A."

2. Destroy the level adjustment (debit) card (DIC Z8A).

3. Forward the level adjustment (credit) card (DIC Z9A) to the data processing activity for deleting the bit indicator from the record.

(2) Receive the unmatched mission-essential/standby items level adjustment listing from the customer and process as follows:

(a) For delete actions, pull the corresponding level adjustment backup card from the file.

(b) Prepare a delete stockage list card (DIC 19) and forward to the appropriate supply source/ACMA for those items previously reported.

(c) Destroy the level adjustment backup card.

(d) For those items that should be added to the DMIDF, pull the corresponding level adjustment backup card from the file and accomplish any changes indicated by the customer.

(e) Using the level adjustment backup card as source document, prepare a level adjustment (debit) card (DIC Z8A) and forward to the data processing activity for posting to the record.

file.

(3) Receive the annotated copy of the DMIDF unmatched mission-essential/standby items level adjustment listing and process as follows:

(a) For those items annotated as a requirement, prepare a DMIDF inquiry card (GPCF), DIC ZCG, to determine if the posted quantities are correct.

(b) If the quantity is not correct, prepare a level adjustment card (DIC Z8A (debit) or Z9A (credit)) to adjust the DMIDF level, as appropriate.

(c) Prepare a level adjustment backup card for the annotated quantity and the customer.

(d) For those items that are not required by any customer, prepare a level adjustment (credit) card (DIC Z9A) to delete the level from the DMIDF record.

7-12. Establishing requisitioning objective. a. Data processing activity.

(1) Monthly, the data processing activity will review all items to determine if an R0 should be established, changed, or deleted under the EIP criteria.

(2) The following types of items can be converted for stockage under the EIP criteria provided the dollar value of annual demands and number of demands are satisfied:

(a) Items stocked under nonrecurring demand criteria.

(b) Nonstocked items.

(c) Items stocked under non-EIP concept (three or more demand criteria) when sufficient demands are received within a year.

(d) Items stocked as stockage list code P.

(3) Items coded "do not compute R0," control/freeze ? and 5, will not be automatically converted to stockage the EIP concept.

EIP R0's will be recomputed using the following logic:

Table 7-1. Table for Determining Required Number of Demands

Standard Price	Number of Demands to		Control Period
	(Continue R0)	(Establish R0)	
\$10.00 or less	1 demand	3 demands	12 months
\$10.01 to \$25.00	2 demands	5 demands	12 months
\$25.01 to \$50.00	4 demands	9 demands	12 months
\$50.01 to \$100.00	8 demands	16 demands	12 months
\$100.01 and over	13 demands	26 demands	12 months

Table 7-2. Table for Determining Operating Level Factor (OLF)

12 Months Demand X Standard Price	OLF	Division Factor
To \$300.00	1	1
\$300.01 to \$1,000.00	2	2
\$1,000.01 to \$3,000.00	4	4
\$3,000.01 and over	*Ø	12

* An OLF of "Ø" is assigned for all items with an order frequency of "monthly" because only one position is available for this datum in the DMIDF. Division factor 12 will be used for computation purposes.

(a) Multiply the quantity demanded during the control period by the current unit price to obtain the dollar value of annual demands.

(b) Insure that the minimum number of demands have occurred during the control period to qualify an item for stockage, or the minimum number of demands have been received to continue the item on stockage.

(c) Determine the OLF from table 7-2 above.

(d) Calculate the OLQ by dividing the quantity demanded in the control period by OLF. Round off to the nearest whole number.

(e) Determine the ROP factor in accordance with figure 8, table C, AR 711-16. Select the factor pertaining to the number of annual demands and corresponding OST. For an OLF of "1," the ROP factor 8 will be used regardless of the number of demands or actual OST.

(f) Calculate the ROP quantity by dividing the quantity demanded in the control period by the ROP factor. Round off to the nearest whole number.

(g) The RO will be the sum of the OLQ and the ROP quantity.

(5) Determining non-EIP RO's and ROP's. When an item cannot qualify for stockage under the EIP concept because sufficient demands have not been recorded or when the number of demands have been reduced below the required quantity for continued EIP stockage, the item will be stocked under the non-EIP concept. Three demands within 1 year qualifies an item for non-EIP stockage, and stockage will be continued if one demand is recorded in a year.

(6) The following formula is applicable:

(a) Determine the number of days of supply to be covered by the RO by totaling the OL, SL, and OST (days).

1. OL - constant 30 days.

2. SL - constant 15 days.

3. OST - the OST code in position 98 of the DMIDF is converted to the code depicting the appropriate number of days contained in appendix A.

4. Determine percentage factor by dividing the number of demands in the RO by the number of days in the control period.

(c) The RO quantity is the quantity demanded in the control period multiplied by the percentage factor.

(d) The average quantity required per day is determined by dividing the RO quantity by the number of days represented by the RO.

(e) The SL quantity is determined by multiplying the average quantity required per day by 15 days.

(f) The OLQ is determined by multiplying the average quantity required per day by 30 days.

(g) The ROP quantity is the sum of the OST and the SL quantities.

(h) If the above computation reflects an ROP of less than "one," the ROP will be established as "one."

(i) The RO quantity will always be at least one more than the ROP quantity.

(7) Adjusting RO's and ROP. Level adjustment action cards (DIC Z8A (debit) and Z9A (credit)) will be used when an RO and/or ROP are established, changed, or deleted. The following criteria are applicable when an installation has a satellite depot:

(a) Usually the manager will establish the RO and ROP for the satellite installation. In addition, the manager will periodically review the demand history record to insure that the satellite RO and ROP are realistic requirements.

(b) Based on demand computations, RO's not coded "do not compute RO" will be automatically adjusted as follows:

1. When the satellite depot has an RO and the parent depot does not have an RO, all adjustments will be posted to the satellite depot record.

2. When the parent depot has an RO and the satellite depot does not have an RO, all adjustments will be posted to the parent depot record.

3. When both the parent depot and the satellite depot have RO's, the parent depot RO's will be adjusted. In decrease adjustments, the parent depot will be adjusted to zero (if required) and the balance applied against the satellite depot.

4. If neither the parent depot nor the satellite depot has a stratification code A record but both reflect level requirements in nonrecurring demand stratification segments, the newly computed R0 will be allocated to each depot in the same ratio as the level requirements.

5. If both the parent and satellite depots have demands but no levels, the R0 will be established at the parent depot.

6. If either the parent or satellite depots have no recurring demand or nonstocked segments but not a recurring demand segment, the R0 will be established at the installation having the segment(s).

(c) The level adjustment action will indicate stockage code Q for EIP criteria and stockage code Z for non-EIP criteria.

(8) Restratification of inventory due to R0 adjustments.

(a) When an R0 is established for an item which is stocked under a nonrecurring demand stockage criteria, the levels, on hand, due-in/back orders must be transferred to the recurring demand segment.

(b) The following mission-essential/standby deletion actions will be taken:

1. The R0 will be established in stratification code A, based upon the demand criteria, by using level adjustment (debit) actions (DIC Z8A).

2. The level area of the mission-essential and/or standby segment will be decreased by using level adjustment (credit) action (DIC Z9A).

3. Any due-ins for mission-essential and/or standby segments will be reversed and reestablished for segment A.

4. Any outstanding back order for mission-essential and/or standby segments will be reversed and reestablished for segment A.

5. The on-hand quantity will be transferred from the mission-essential/standby segments to stratification A segment by using the serial adjustment (dual) card (DD Form 1487),

6. A mission-essential/standby indicator will be assigned to position 94 of the DMIDF to indicate an RO has been established for an item formerly stocked as mission essential or standby.

7. Subsequently, the on-hand quantity above the RO quantity will be restratified to the retention and unreported excess segment, as appropriate.

8. Subsequently, the due-in quantity which when added to the on-hand quantity exceeds the sum of RO, retention, and back order will be considered for cancellation.

(9) "Other" (stratification code D) nonrecurring demand restratification to segment A.

(a) Level adjustment delete action (DIC Z9A) reflecting the 90-day and total levels will be prepared and processed.

(b) If the 90-day level is greater than the computed RO, the following actions will be taken:

1. A level adjustment (debit) card (DIC Z8A) for the 90-day level for stratification code A will be prepared and processed.

2. Control freeze code 5 will be added to the DMIDF.

(c) If the 90-day level is less than the computed RO, the computed RO will be posted to stratification code A by using a level adjustment (debit) card (DIC Z8A).

(d) A notice of materiel availability card (DIC ZPN) citing availability code AA or AB and coded as a change will be prepared and forwarded to the maintenance activity.

(e) The on-hand quantity will be transferred from stratification code D to segment A by a materiel adjustment (dual) card (DIC DAD). (Assets in deferred and canceled area of the retention segment will not be transferred. Subsequent replenishment actions will consider these assets for transferring to the acquisition segment.)

(f) Any due-ins for stratification code D will be reversed and reestablished for segment A.

(g) Any outstanding back order for stratification code D will be reversed and reestablished for segment A.

(10) Manager review actions.

(a) furnish a demand data history inquiry listing, a nonrecurring demand history inquiry listing, and a DMIDF inquiry output listing in the following situations:

1. When the number of demands drops to zero and the R0 is deleted.

2. Whenever nonrecurring demands are considered for establishing or changing the R0.

(b) Identify these listings with requester code DPEIP.

b. Stock accounting activity will:

(1) Review the deleted R0 items to determine if there is a foreseeable requirement.

(2) When reviewing these actions, give special attention to any deferred or canceled retention assets on hand. In these cases the customer will be queried to determine if the requirement still exists and, if so, whether the unreported excess quantity would also be required.

(3) Prepare a materiel adjustment (dual) card (DIC DAD) to effect transfer from the level revision area of the unreported excess segment to the nonstocked area of the retention segment when materiel will be retained. When this occurs, an informal record will be maintained that will include a brief explanation as to the reason for retention.

(4) If the nonrecurring demands are acceptable, no further action is required.

(5) When nonrecurring demands were considered for establishing an R0 and it is determined the R0 should be decreased or deleted:

(a) Prepare a level adjustment (credit) card (DIC Z9A) to decrease or delete the R0.

(b) Either prepare a miscellaneous change card (DMIDF) (GPCF), DIC ZNM, to add control/freeze code 2 to preclude the computer from computing the R0 again, or prepare a demand data history adjustment card (GPCF), DIC ZD7, to delete the nonrecurring demand data from the demand/receipt history record.

(c) If control/freeze code 2 is added to the DMIDF and the R0 is not completely deleted, prepare an R0 control

card (level adjustment (debit) card, DIC Z8A) annotated or overprinted with "R0 Control," and file in the R0 control file

(d) Depending upon what actions have occurred, it may be necessary to reestratify the inventory from segment A to other segments by preparing materiel adjustment (dual) cards (DIC DAD).

(e) Forward the level adjustment (debit) cards (DIC Z8A), demand data history adjustment card (DIC ZD7), and/or the materiel adjustment (dual) card (DIC DAD) to the data processing activity for processing.

7-13. Nondemand supported R0's. R0's may be manually established and maintained for type of items identified in paragraph 5-2a(2), AR 711-16.

a. Data processing activity will:

(1) Furnish a demand data history inquiry listing and a DMIDF type 3 inquiry output listing during various processing.

(2) The following are some examples of computer-assigned requester codes and reasons for these output listings:

<u>Assigned requester codes</u>	<u>Explanation</u>
DPZPM	A program planning card (DIC ZPM) is rejected with decision code DB8 indicating the R0 is insufficient to support specific maintenance requirements.
DPZPR	A document indicating fund availability with decision code D4T reflecting an R0 is already established.
DPRUP	The total maintenance requirement exceeds the established R0.
DPNRQ	Prepared during the weekly net replenishment review when procurement is being initiated for a manually established R0.

b. Stock accounting activity will:

(1) Receive the listings indicated in a(2) above and corresponding reject cards.

(2) Manually prepare inquiries, as prescribed in chapter 11, to the following files when warranted:

(a) DMIDF.

(b) Demand data history file.

(c) Nonrecurring demand data history file.

(3) Review the inquiry output listings to determine necessary actions.

(4) Prepare a level adjustment (debit) card (DIC Z8) to establish or increase the R0 and/or ROP.

(a) Enter control/freeze code 2 or 5 in card column 75 to code the DMIDF record "Do not compute R0," when appropriate.

(b) Enter stockage list code in card column 73 to code the record, if appropriate.

(c) Enter the new R0 in card columns 25 through 29 and the ROP in card columns 54 through 58 to establish R0 and ROP. Enter the amount the R0 and ROP quantities will be increased when adjusting the record.

(5) Prepare a duplicate level adjustment card and annotate or overprint with "R0 Control."

(a) Indicate the reason for establishing a manual R0.

(b) File the card in the "R0 Control File."

(6) Prepare a level adjustment (credit) card (DIC Z9A) to decrease or delete the R0 and/or ROP. Enter an "1" in card column 75 to blank the control/freeze position in the DMIDF, if appropriate.

(7) Remove the corresponding R0 control card from the file and destroy it if the R0 will be deleted.

(8) When the R0 and/or ROP are adjusted, remove the corresponding R0 control card from the file. Annotate changes and refile.

(9) When it is determined that the RO can be maintained under the normal demand criteria, prepare a miscellaneous change card (DMIDF), DIC ZNM, to delete control/freeze code 2 or 5 from the DMIDF. In these cases, the RO and/or ROP may be adjusted at the same time or the manager can elect to allow the monthly program to recompute the RO and ROP.

(10) Prepare DA Forms 2786, Stockage List Cards (DIC 19_) in the format prescribed in AR 711-25 for new additions, or delete items to the stockage list.

(11) Forward the level adjustment cards (DIC Z8A (debit) and Z9A (credit)) and miscellaneous change cards (DMIDF), DIC ZNM, to the data processing activity and the stockage list cards (DIC 19_) to the appropriate ICP or ACMA.

c. Data processing activity will:

(1) Select the miscellaneous change cards (DMIDF), DIC ZNM, and process as prescribed in chapter 11.

(2) Select the level adjustment cards (DIC Z8A (debit) and Z9A (credit)) and process as follows:

(a) Reject any level adjustment (debit) card (DIC Z8A) that attempts to establish an RO in segment A that has a nonrecurring demand level in segment 1, 2, or D. Decision code DHX is applicable.

(b) Adjust the DMIDF record as indicated by the level adjustment cards.

(c) Enter control/freeze code 2 or 5 in the DMIDF if the level adjustment (debit) card (DIC Z8A) has code entered in card column 75. Delete the control/freeze code when the level adjustment (credit) card (DIC Z9A) has an "11" punch in card column 75.

(d) Add the stockage code to the DMIDF when the level adjustment (debit) card (DIC Z8A) is so coded.

(e) Delete the stockage code from the DMIDF when the RO and ROP are decreased to zero.

(f) Forward the reject cards to the stock accounting activity for necessary review and corrective action.

(g) Semiannually, forward a stockage code P and "do not compute" RO items listing to the stock accounting activity.

d. Stock accounting activity will:

(1) Receive the reject cards with decision code DHX and determine if the nonrecurring demand level will be deleted.

(2) Prepare a level adjustment (credit) card (DIC Z9A) to delete the level, if appropriate, and reproduce the level adjustment (debit) card (DIC Z8A) without the decision code. Forward both cards to the data processing activity for processing.

(3) If the nonrecurring demand level will not be deleted, destroy the level adjustment (debit) card (DIC Z8A) with decision code DHX.

(4) Review the stockage code P items to determine if the items should be deleted from the authorized stockage list because the supported end item has been phased out.

(5) Review the "Do not compute items" to determine if the control/freeze code is still appropriate.

7-14. Modifying the demand/receipt history file. At the discretion of the local manager, nonrecurring demands can be eliminated for automatic consideration during the establishment and retention of the RO's. (As an example, a single nonrecurring type-of-maintenance rebuild operation can, when combined with regular demands, abnormally inflate the demand data on the demand/receipt history file.)

a. Stock accounting activity will:

(1) Determine what specific nonrecurring demands may be considered for deletion by preparing the following types of inquiries for processing as prescribed in chapter 11:

(a) Nonrecurring demand history inquiry card (GPCF), DIC ZUA.

(b) Demand/receipt history inquiry card (GPCF), DIC ZTJ.

(c) DMIDF mass inquiry card (GPCF), DIC ZCG.

(2) Receive inquiry printout listing as a result of manual inquiries or automatically furnished from various programs.

(3) Consider all three files to determine if the RO should be adjusted.

(4) When an RO is adjusted, review the nonrecurring demand history inquiry listing to determine any need for adjustment of the demand/receipt history file. This listing will reflect specific documents which were posted as nonrecurring demand actions.

(5) When decision is made to delete a nonrecurring demand, determine specific month the demand was posted; also make certain that it was not previously deleted.

(6) Prepare a demand data history adjustment card (DIC ZD7) to adjust quantities by specific month(s) and year(s) up to 3-months per card. If more than 3-months' history will require adjustment, prepare additional cards.

(7) Adjust either or both the number of demands and/or quantity of demands for a specific month by entering the add or delete code in card column 27, 31, 42, 46, 57, or 61. An "A" is for "add" action; a "D," for delete action; and blank indicates no change.

(8) Forward the demand data history adjustment card (DIC ZD7) to the data processing activity.

b. Data processing activity will:

(1) Reject the demand data history adjustment card (DIC ZD7) with the following decision codes, if appropriate:

<u>Decision code</u>	<u>Explanation</u>
D5P	Input stock number does not have a corresponding record in file.
D62	Input month and year does not match file record, or is blank.
D65	Input demand quantity would create a negative quantity when subtracted from record quantity.
D69	Input card contains an add/delete code other than "A," "D," or is not blank.
D72	Invalid input, quantity field is in error, other than numeric, blank, or contains all zeros.
D80	Invalid document identifier code.

(2) If input is not rejected, update the file.

(3) If both the number of demands and quantity of demands are deleted from any specific month's history, remove the nonrecurring demand indicator for that specific month.

(4) When there are no additional nonrecurring demand indicators posted for any month, remove the total nonrecurring demand indicator.

(5) Forward the reject cards to the stock accounting activity.

c. Stock accounting activity will:

(1) Receive reject cards and determine causes for reject.

(2) Correct and resubmit correct demand data history adjustment cards (DIC ZD7) to the data processing activity for processing.

7-15. Preparing authorized stockage list cards. a. Data processing activity will:

(1) Prepare a stockage list add card (DIC 19_) whenever an item initially establishes an RO based on demand data.

(2) Prepare a stockage list change card (DIC 19_) whenever a stockage list code is changed, with the exception of stockage list codes Q to Z and conversely Z to Q.

(3) Prepare a stockage list delete card (DIC 19_) whenever an RO and stockage list code based on demand history is deleted from the DMIDF based on lack of demands.

(4) Forward the stockage list cards to the stock accounting activity.

Stock accounting activity will:

) Prepare an authorized stockage list add, change, card (DIC 19_) whenever a manually computed RO and code is added to, changed, or deleted from the record. actions include requests for addition of standby, essential, prescribed load list items, and "Do not store" type of items to the stockage list.

(2) Forward the authorized stockage list cards to the appropriate supply source or ACMA as prescribed in AR 711-25.

(3) Upon receipt of the response authorized stockage list cards from the supply source or ACMA:

(a) Select cards coded "approved" and file.

(b) Take necessary corrective actions as indicated by the response advice codes.

(c) File and maintain stockage list cards in a separate file.

7-16. Converting items to SALT I. a. Data processing activity will:

(1) Monthly, scan all items on the DMIDF without a control/freeze code to determine if the item can qualify for SALT I stockage based on the criteria established in paragraph 7-7.

(2) When required, revise the R0 and ROP and adjust the DMIDF record by preparing and processing a level adjustment card (DIC Z8A (debit) or Z9A (credit)).

(3) When an item qualifies for SALT I stockage:

(a) Prepare and process a request for issue card (DIC Z0_) to issue the materiel to SALT I.

(b) Prepare a summary accounting transfer record card (DIC ZS9).

(c) Prepare a SALT I reorder point record card (DIC ZS0).

(d) Post control/freeze code 1 and the current date as the last date of inventory on the DMIDF.

(4) Forward the summary accounting transfer record card (DIC ZS9) and the SALT I reorder point record card (DIC ZS0) to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the summary accounting transfer record card (DIC ZS9) and the SALT I reorder point card (DIC ZS0) from the data processing activity.

(2) Based on locally established criteria, determine approval or disapproval and take the following action:

(a) For approved items:

1. Forward the summary accounting transfer record cards (DIC ZS9) to the data processing activity.

2. Forward the SALTII reorder point record card (DIC ZS0) to the storage activity.

(b) For disapproved items:

1. Destroy the summary accounting transfer record cards (DIC ZS9) and the ROP record card (DIC ZS0).

2. Prepare a request for issue reversal action (DIC Z5_) and forward to the data processing activity.

3. Prepare a miscellaneous change card (DMIDF) (DIC ZNM) to add control/freeze code 3, "Do not convert to SALTII" to the DMIDF. Forward card(s) to the data processing activity.

c. Storage activity will:

(1) Receive the SALTII reorder point record card (DIC ZS0) from the stock accounting activity.

(2) Relocate the materiel to the SALTII storage area.

(3) Segregate the ROP quantity.

(4) Attach the SALTII reorder point record card (DIC ZS0) to the segregated ROP materiel.

(5) As appropriate, prepare a location change card to change the warehouse location on the DMIDF, and forward the card to the data processing activity for processing.

d. Data processing activity will:

(1) For disapproved items:

(a) Receive and process the request for issue or turn-in card (DIC Z0_) reversal action.

(b) Receive and process the miscellaneous change card (DMIDF) (DIC ZNM) to add control/freeze code 3 to the DMIDF.

(2) For approved items:

(a) Receive summary accounting transfer record cards (DIC ZS9).

(b) Prepare a SALTI monthly customer change listing in sufficient quantity for all customers and forward to the stock accounting activity.

e. Stock accounting activity will distribute the SALTI monthly customer change listing to all interested users.

7-17. Recomputing SALTI RO's and replenishment. a. Storage activity will:

(1) Release SALTI materiel to local users upon demand.

(2) When stocks on hand are depleted to or below the level of the ROP quantity, remove the SALTI reorder point record card (DIC ZS0) and enter the current date and the current inventory quantity.

Note. The storage activity should make certain that any due-in quantities were received and issued in order to preclude the premature return of the SALTI reorder point record card. The stock accounting activity can be contacted to verify the status of due-in as required.

(3) Forward the SALTI reorder point record card (DIC ZS0) to the data processing activity.

b. The data processing activity will:

(1) Receive the SALTI reorder point record cards with the current date and on-hand quantity keypunched.

(2) Process the SALTI reorder point record card, as follows:

(a) Reject the input if the following conditions exist:

<u>Decision code</u>	<u>Explanation</u>
D01	No DMIDF record.
D04	No record of stratification code, condition, or depot on DMIDF.
D43	Due-in reflected on DMIDF to cover SALTI RO.
D72	When the inventory quantity positions are blank or have alphabetic characters. <u>Note.</u> If there have not been any issues in the control period, the inventory quantity must be zero filled.
D80	When the DIC is not appropriate for this processing.
DHR	When there are dual inputs or when the input cards are not in stock number sequence.
DS6	When the DMIDF does not have control/freeze code 1.

(b) Determine the number of months between the last date of inventory and the current date in the SALTI reorder point record card (DIC ZS0).

(c) Determine quantity used and estimated yearly usage by using the table in figure 22, AR 711-16.

(d) Recompute the RO and ROP and adjust the DMIDF record accordingly by preparing and processing a level adjustment action (DIC Z8A (debit) or Z9A (credit)).

(e) Post the demand data history tape as follows:

1. Post one number of demand for each month in the control period.

2. Determine average quantity used per month and post to each month's record in the control period.

(f) Prepare duplicate summary accounting transfer record cards (DIC ZS8) and a summary accounting transfer record listing when the item no longer qualifies for SALTI stockage for one of the following:

1. When the extended yearly dollar value exceeds \$350.
2. No issues in 1 year.

(g) When the item will remain SALTII, prepare and process a request for issue card (DIC Z0_) for the quantity required to increase the stock on hand to the revised R0 quantity. This action will process as a direct delivery action.

(h) Prepare a new SALTII reorder point record card (DIC ZS0) reflecting the on-hand and due-in quantity.

(i) Make distribution of output as follows:

1. Forward reject cards and summary accounting transfer record cards to the stock accounting activity.

2. Forward the SALTII reorder point record card to the storage activity.

c. Storage activity will receive the SALTII reorder point record card and will accomplish the actions in paragraph 7-16.

d. Stock accounting activity will:

(1) Select the reject cards and process as follows:

(a) Decision codes DS6, D01, and D04 indicate that these item records are not coded as SALTII.

1. When it is determined the item should be SALTII, prepare an add-a-record card (GPCF), DIC ZNV, and a miscellaneous change card (DMIDF) (DIC ZNM) to add control/freeze code 1 to record, as appropriate.

2. Reproduce the SALTII reorder point record card (DIC ZS0) deleting the decision code.

3. If the item should not be SALTII, advise the storage activity to relocate the item to the regular storage location.

4. In this case, prepare a materiel adjustment card (DD Form 1487), DIC D8A, to pick up the inventory quantity on the record. Destroy the ROP quantity card.

(b) For decision code D72, contact the storage activity to determine correct inventory count. Reproduce the reject card with the correct quantity and delete the decision code.

(c) For decision code DMR, remove and destroy any duplicate cards and resubmit the remaining cards to the data processing activity for processing without the decision code and re-sorting prior to processing.

(d) Reproduce the decision code D8W cards without the decision code for resubmission to the data processing activity for processing in the correct program.

(e) For decision code D43, inquiry the DMIDF and the DI/B0 file to determine if the materiel is still due in. When the due-in is valid, reproduce the card deleting the decision code, annotating the due-in quantity on the card and returning it to the storage activity. When the due-in quantity is in error, take action to correct the error prior to reprocessing the SALTII reorder point record card (DIC ZS0).

(2) Forward the add-a-record card (DIC ZHV); miscellaneous change cards (DMIDF); DIC ZNM; materiel adjustment card (DIC D8A); and reentry SALTII reorder point record cards (DIC ZS0) to the data processing activity for processing.

(3) Select the summary accounting transfer record cards (DIC ZS8), in duplicate.

(4) Place one summary accounting transfer record card (DIC ZS8) and summary accounting transfer record card listing in suspense. Forward duplicate cards to the storage activity.

e. Storage activity will:

(1) Receive the summary accounting transfer record card (DIC ZS8).

(2) Relocate the materiel to the normal storage issue area and destroy the SALTII reorder point record card (DIC ZS0) if attached to the materiel.

(3) Take inventory at both the parent and satellite and annotate the quantity on the summary accounting record card (DIC ZS8).

(2) Batch duplicate cards and forward them to the data processing activity.

(3) Prepare a materiel adjustment card (DIC D8A) for both the parent and satellite depot for the quantities annotated on the summary accounting transfer record card (DIC ZS8).

(4) Prepare a miscellaneous change card (DMIDF) (DIC ZNM) to remove the control/freeze code from the DMIDF.

(5) Forward the materiel adjustment card (DIC D8A) and the miscellaneous change card (DMIDF) (DIC ZNM) to the data processing activity.

g. Data processing activity will:

(1) Select the summary accounting transfer record card (DIC ZS8).

(a) Process the card in the file maintenance routine to place a SALTII freeze indicator on the demand/receipt history file.

(b) Using the same cards, prepare a SALTII monthly customer change listing coded delete action in sufficient copies for all customers.

(c) Forward the SALTII monthly customer change listing to the stock accounting activity.

(2) Select and process the materiel adjustment card (DIC D8A) as prescribed in chapter 10.

(3) Select and process the miscellaneous change card (DMIDF) (DIC ZNM) to remove the control/freeze code 1 from position 97 on the DMIDF.

h. Stock accounting activity will receive the SALTII monthly customer change listing and make distribution to interested users.

7-18. Returning SALTII to detailed accounting. a. Data processing activity will:

(1) Monthly, screen all SALTII items to determine if the item is still qualified for SALTII.

(2) Prepare and forward to depot storage activity a request for SALTII inventory card (GPCF), DIC ZN4, with request for SALTII inventory listing when the following situations exist on the DMIDF:

(a) The special control item code is other than zero or blank.

(b) The physical control item code is other than "U" or blank.

(c) The recovery/expendability code is other than "X."

(d) Cannot be acquisition advice code F, N, S, T, V, W, or Y.

(e) The shelf-life codes are other than "H," "J," "K," "P," "2" through "7," or zero.

(f) The unit price exceeds \$15.

(g) The phrase code is other than blank on the substitute segment.

(h) The date of inventory exceeds 360 days.

b. Storage activity will:

(1) Receive the request for SALTI inventory card (DIC ZN4).

(2) Complete the corresponding SALTI reorder point record card (DIC ZS0) attached to the materiel and forward to the data processing activity.

c. Data processing activity will:

(1) Receive the SALTI reorder point record card (DIC ZS0).

(2) Prepare summary accounting transfer record card (DIC ZS8), in duplicate, with summary accounting transfer record card listing for items no longer qualified for SALTI, and forward to the stock accounting activity.

(3) Continue processing as prescribed in paragraph 7-17b.

7-19. Determining retention quantity. a. Data processing activity will:

(1) Determine the authorized level retention quantity whenever the on-hand quantity is greater than the RO quantity.

(2) Transfer the on-hand quantity that is greater than the RO quantity to the level retention substratification area (retention segment) or to the level revision substratification area (not reported excess segment) in accordance with the following:

(a) For EIP stockage items, determine the OLQ by subtracting the ROP quantity from the RO quantity.

(b) Multiply the OLQ by the OLF to determine the authorized retention quantity.

(c) For non-EIP stockage, determine the quantity on hand in the level retention substratification area (retention segment) and in segment A, and subtract the RO quantity.

(d) Multiply the resulting answer by the unit price.

1. When the result is \$50 or less, the full amount above the RO quantity will be retained as level retention.

2. When the result is more than \$50, only the authorized retention quantity will be retained.

(e) For non-EIP stockage, determine the average daily quantity required as prescribed in paragraph 7-6c(4)(a) and (b).

(f) Multiply the average daily quantity by 360 days to determine the authorized retention quantity.

(g) Consider the \$50 retention criteria as prescribed in (d) 1 and 2 above.

b. The customer will usually advise the stock accounting activity as to what assets will be retained in the deferred and canceled substratification areas of the retention segment (see chapter 5).

c. Stock accounting activity will transfer assets received for customers as nonstocked requirements which have been subsequently canceled and for which there is a foreseeable requirement to the nonstocked substratification area (retention segment).

d. Data processing activity will transfer assets to the nonstocked substratification area (retention segment) in support of the total DML level in accordance with the following:

(1) Total the on-hand quantities in stratification code D and the canceled and nonstocked substratification areas (retention segment).

(2) Subtract the above on-hand total from the total level in segment D.

(3) If a requirement exists, determine if there are any unreported excess assets that could be retained.

(4) Transfer unreported excess assets to the retention segment to satisfy the total level requirements by preparing and processing a materiel adjustment (dual) card (DIC DAD).

(a) Transfer materiel in the canceled substratification area (not reported excess) to the canceled substratification area (retention segment).

(b) Transfer materiel in other than the cancel substratification area of the not reported excess to the non-stock substratification area (retention segment).

CHAPTER 8
REPLENISHMENT

Section I. GENERAL

8-1. General. a. Requisitions for materiel will be submitted by the accountable property officer to sources of supply indicated in the Army Master Data File (AMDF) (AR 700-1) or appropriate supply catalogs. Where items have been identified as decentralized for local procurement action, the source of supply will be the installation procurement office and will be ordered by purchase request.

b. Off-installation requirements resulting from processing individual customer demands will be generated at the time of processing the requirement. Normal replenishment actions will be accomplished based on reaching the reorder point quantity.

c. Only stratification segments A, 1, 2, and D (condition A) will be considered for requirements in the replenishment program. Assets in other segments, both condition A and E, will be considered for satisfying these requirements subject to the provisions prescribed within this chapter.

8-2. Assigning issue priority designators (IPD's). a. The IPD entered by the customer on request for issue and/or documents indicating fund availability will be perpetuated on the off-installation requirement documents when supply action must be continued to the next echelon of supply.

b. Normal stockage replenishment actions will be assigned IPD code 20.

8-3. Assigning project codes. a. Project codes assigned by the customers will be perpetuated in off-installation requirement documents.

b. When specific codes have not been assigned, project code ZCN will be applied to off-installation requirements in support of depot maintenance rebuild operations.

8-4. Documentation. The replenishment routine acts based on the presence of levels versus assets as reflected in the availability balance file. No input documentation, therefore, is

required to activate this process. When replenishment action is necessitated, the following output is generated and furnished the stock accounting activity:

- a. Due-in established cards (DD Forms 1348m) (document identifier code [DIC] DDS or DF_).
- b. Stock replenishment review listing.
- c. DMIDF mass inquiry listing.

Section II. PROCEDURES FOR ADPS DEPOTS

8-5. Procedures. a. Data processing activity will:

(1) Process the replenishment program to determine whether a requirement exists based on the following criteria:

(a) Stratification segments D, 1, 2, and A (nonstocked). When the on-hand and due-in quantity is less than the 90-day level/requisitioning objective (RO) and/or back order.

Note. Items coded SALT1 (summary accounting for low-dollar turnover items) will be excluded from the computation.

(b) Stratification segment A (stockage item). When the on-hand quantity plus the due-in minus the back order is equal to or less than the reorder point.

(c) When a requirement exists in one stratification segment, determine whether it can be satisfied with overages from another segment. Overages will be applied based on the following criteria:

1. Stratification segments A, 1, 2, D, R (except deferred), 8, and 9 (condition A assets) may be automatically applied and will be accomplished by preparing and processing a materiel adjustment (dual) card (DD Form 1487), DIC DAD.

2. The following segments will be considered, but will not be applied automatically. Instead, a DMIDF inquiry, type 3, requester code DPNRQ, will be furnished the stock accounting activity for review and continued supply action, as appropriate.

- a. Condition E assets.
- b. Consigned inventory (code J).
- c. Warehouse denial (code 3).
- d. Contingency (code C).
- e. Inventory temporarily in use (code H).
- f. Reported excess (code M).
- g. Deferred assets (code R).
- h. Conditional substitute item overages.
- i. Satellite and/or parent depot item overages.

(d) Satellite depot requirements will be computed independent from those of the parent depot.

(2) Initiate replenishment action by preparing a due-in established card (DD Form 1348m), DIC DDS or DF_.

(a) When the acquisition advice codes are "K" or "L," indicate local procurement action by using DIC DDS.

(b) When the acquisition advice codes are other than "K" or "L," indicate supply source as a government supply agency by using DIC DF_.

(c) When the DIC is "DDS" and there is a can't-buy indicator on the DMIDF, change the DIC to DF_ and add advice code 2A.

(d) Edit code G will be entered in card column 72 to indicate that there is no document number assigned.

(e) Replenishment for segment D will have project code ZCN entered in card columns 57 through 59.

(3) Prepare a stock replenishment review listing to depict an image of all documents used to initiate supply action. This listing will reflect the line item cost and total dollar value by two categories (i.e., nonstock fund and stock fund). In addition, it will identify the following 13 areas which require special management review prior to replenishment.

<u>Explanation</u>	<u>Column abbreviation</u>	<u>Code used</u>	<u>Criteria</u>
Special control item	SCI	As in DMIDF	Other than "Ø" or blank.
Physical security	PHY	DMIDF	Other than "U" or blank.
Acquisition advice code	AAC	DMIDF	"N," "P," "R," "S," "T," "W," "Y," or "Z."
Shelf-life code	SLC	DMIDF	Shelf-life 18 months or less.
Returnable container	CON	R	Bit in DMIDF position 81.
Freeze code	FRZ	F	Bit in DMIDF position 97.
Lumber	LUM	5	Federal supply class 55.
Furniture	FUR	7	Federal supply class 71.
Petroleum	OIL	9	Federal supply class 91.
Ammunition	AMM	A	Routing identifier code B54.
Fabrication	FAB	6	Acquisition advice code F.
Substitute item	SUB	S	Have substitute item.
Do not compute requisitioning objective (RO)	NRO	2	Control/freeze code 2 or 5.

(4) Prepare and process a DMIDF mass inquiry card (GPCF) (DIC ZCG), type 3, requester code DPNRQ, when an item appears on the stock replenishment review listing with one of the codes listed in (3) above, and when a requirement is being considered to be filled in whole or in part with the type of assets cited in (1)(c)2 above.

(5) Forward all output to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the following:

(a) Stock replenishment review listing.

(b) DMIDF mass inquiry listing.

(c) Due-in established cards (DIC DDS or DF_).

(2) Review output and take the following actions:

(a) Determine if sufficient funds are available to procure all items reflected on the stock replenishment review listing. When sufficient funds are not available, reduce or cancel individual items.

(b) Determine final supply action for requirements by using materiel available in the following situations or by obtaining requirements from regular supply sources:

1. Condition code E materiel.

2. Substitute item overages.

3. Reported excess items.

4. Satellite/parent depot overages.

(3) Continue supply action for actual requirements as follows:

(a) Prepare materiel adjustment (dual) card (DD Form 1487), DIC DAD, to reestratify inventory to the appropriate required segment.

(b) Prepare a report of customer excess materiel (DD Form 1348m-3), DIC FTC, as prescribed in chapter 9, for requirements to be satisfied from reported excesses.

(c) Prepare a fabrication work order for those items identified with acquisition advice code F on the stock replenishment review listing.

(d) Take action to relocate materiel between parent and satellite depots when requirements are to be filled in this manner.

(e) Prepare, modify, or destroy due-in established cards (DIC DDS or DF_), as required.

(f) Forward the original, modified, and/or prepared due-in established cards (DIC DDS or DF_) to the data processing activity if replenishment action is required. (In the establishment of due-in processing, the document number will be assigned and funds committed, as appropriate.)

CHAPTER 9

EXCESS

Section I. GENERAL

9-1. General. a. Determining excess materiel.

(1) Excess is defined as those assets above the operating requirements and the authorized retention levels. Assets and requirements in all stratification segments must be considered before declaring any assets as excess. Requirements under substitute stock numbers and/or at the corresponding parent or satellite installations must be considered before declaring an item as excess.

(2) An excess determination is made by reviewing the stock position of all items on the depot master item data file (DMIDF) after the requisitioning objectives (RO's) have been computed. All assets of one stock number including any substitute item quantities are considered together and if the total combined quantity is greater than the authorized retention level, the difference is excess.

b. Criteria for excess determination.

(1) The item will not be considered for excess determination if there is an on-hand balance on the DMIDF for stratification segment 3 (warehouse denial) or any stratification segment containing suspended or litigation type materiel.

(2) The following stratification segments will not be considered for excess determination:

<u>Stratification segments</u>	<u>Explanation</u>
5	Non-USAMC Installations Division, Army Stock Fund (USAMCID, ASF) inventory.
9	Reported excess (Letterkenny Army Depot [LEAD]).
M	Reported excess (supply source).
C	Contingency.

Stratification
segments

Explanation

K	Mobilization reserve.
H	Inventory temporarily in use.
J	Consigned inventory.

(3) Materiel on hand in stratification segment A, condition A, stockage list code Q (economic inventory procedures [EIP]) is not determined excess until the balance exceeds the retention level quantity (R0 quantity plus 1 year's usage quantity). The quantity on hand in excess of the R0 will be redistributed to other stratification segments to fill requirements in those segments without requisitioning.

(4) All condition code F (unserviceable (reparable)) assets will be declared excess without further consideration.

(5) Condition code E (unserviceable-limited restoration) is declared excess before condition code A (serviceable (issuable without qualification)) assets.

(6) Stockage list code other than "Q." If control/freeze code is "2" or "5," the retention is 4 times operating level quantity (OLQ); if other than "2" or "5," 12 times OLQ.

(7) Stratification segment D. The retention quantity is the total depot maintenance level (DML).

(8) An attempt to cancel materiel due in will be accomplished prior to declaring on-hand assets as excess.

(9) Excess determination is computed for materiel at the satellite depot and for substitute items as prescribed for the parent depot and the primary item.

(10) The net requirements and overages of the satellite depot items and substitute items are considered with the same stock number and/or primary item appearing on the parent depot type segment.

c. Disposition. Excess materiel will be disposed of as prescribed in AR's 710-50 and 755-1; AMCR 755-9; specific instructions received from supply sources; and this regulation.

d. Automatic return items. Each installation will initiate and maintain a file in the DMIDF of all automatic return items to comply with the intent of AR 710-50.

e. Shipping address. Each installation will maintain a conversion table from the three-digit routing identifier code to the appropriate six-digit shipping address.

f. Suffix codes. Suffix codes will be used when the reply to report of customer excess materiel (DD Form 1348m-3, Detail Billing Card), document identifier code (DIC) PTR, directs multiple actions, or contains a suffix code. Suffix codes, as required, will be assigned locally.

9-2. Documentation. The processing of excess materiel will entail the use of the following documents:

a. Input.

(1) Reply to report of customer excess materiel (DD Form 1348m-3), DIC PTR and FTS, for communication by Army/Defense Supply Agency (DSA)/General Services Administration (GSA).

(2) DMIDF mass inquiry listing.

(3) Due-in/back-order (DI/BO) mass inquiry listing.

(4) Excess notice card (general purpose card form [GPCF]), DIC ZKA, to advise the depot property activity of excess materiel.

b. Output.

(1) DA Form 2765 (Request for Issue or Turn-in (Mechanical)) or DA Form 2765-1 (Request for Issue or Turn-in (Manual)), DIC Z0_, for effecting shipments of excess materiel to the property disposal officer.

(2) Requisition card (off depot) (DD Form 1348m, DOD Single Line Item Requisition System Document (Mechanical)), DIC A0_, for effecting shipments of automatic return excess materiel or shipments to a storage depot upon receipt of specific instructions from the supply source.

(3) Standard Form 120 (Report of Excess Personal Property) and inspection reports, as required.

(4) Cancellation card (off depot) (DD Form 1348m), DIC AC_, for requesting cancellation to a supply source.

(5) Materiel adjustment (dual) card (DD Form 1487, DOD Materiel Adjustment Document) DIC DAC and DAD, for adjusting supply condition codes and transferring materiel from one stratification segment to another.

(6) Level adjustment (debit) card (DD Form 1487), DIC Z8A, and level adjustment (credit) card (DD Form 1487), DIC Z9A, used when retaining excess materiel.

(7) Miscellaneous change card (DMIDF) (GPCF), DIC ZNM, for maintenance of the automatic return bit indicator in the DMIDF.

(8) Requisition control excess correction card (GPCF), DIC ZCE, to effect required changes and corrections to the requisition control (RC) file data.

(9) Report of customer excess materiel (DD Form 1348m-3), DIC FTE, FTF, and FTC, for communicating with Army DSA/GSA/Letterkenny Army Depot.

(10) Excess notice card (GPCF), DIC ZKA, to initiate disposition.

Section II. PROCEDURES FOR COMPUTING AND REPORTING EXCESS

9-3. Computing excess materiel. a. Data processing activity will:

(1) Compute the stock position for stratification segment A, in condition codes A and E.

(2) Determine net available assets in stratification segment A.

(3) Determine retention when items fall within operating level factors (OLF) 1, 2, 4, and 0. The result will provide for a retention of 365-days stock plus the R0 quantity.

(4) Determine stock position for stratification segments D, 1, and 2 by subtracting the retention quantity from net assets.

(5) Accumulate the net requirements and overages of individual items separately by stratification segment and stockage list code.

(6) Prepare, process, and forward to the stock accounting activity a DMIDF inquiry if the primary item is in an excess position after considering the assets of the substitute stock number which has a due-in.

(7) Prepare, process, and forward to the stock accounting activity a DMIDF inquiry when the primary item has a net overage, and there is more than one substitute item.

(8) Prepare, process, and forward to the stock accounting activity a DI/BO inquiry when a due-in is considered excess to the segment.

b. Stock accounting activity will:

(1) Receive the DMIDF inquiry from the data processing activity. Conduct necessary review, prepare, and submit a materiel adjustment (dual) card (DIC DAD) to direct movement of assets to the desired stratification segments.

(2) Receive the DI/BO inquiry from the data processing activity. Conduct necessary review and determine if an attempt should be made to cancel the materiel due in or if supply should continue and the assets, upon receipt, applied to another segment. If cancellation is to be effected, prepare a cancellation card (DIC AC_) and forward to the supply source.

9-4. Notice of excess materiel. a. Data processing activity will:

(1) Transfer the amount of the on-hand quantity in each applicable stratification segment that is excess to the retention level to stratification segment R or 8.

(2) Post the stock transfer to the DMIDF and record the transaction on the daily activity register (DAR).

(3) Prepare an excess notice card (DIC ZKA) and an excess notice listing reflecting applicable report code as listed below for each excess item, and forward to the stock accounting activity.

(a) Report code 1 for automatic return items.

(b) Report code A for automatic return items, and also subject to USAMC installation screening.

(c) Report code 2 for items with acquisition advice code K and commodity manager of S9G.

(d) Report code B for items with acquisition advice code K and commodity manager of S9G, and also subject to USAMC installation screening.

(e) Report code 3 for items with acquisition advice code K and commodity manager of other than S9G.

(f) Report code C for items with acquisition advice code K and commodity manager of other than S9G, and also subject to USAMC installation screening.

(g) Report code 4 for items with a commodity manager B16.

(h) Report code D for items with a commodity manager B16, and also property book items subject to USAMC installation screening.

(i) Report code 5 for items other than the specific report codes in (a) through (h) above.

(j) Report code E for items other than the specific report codes in (a) through (i) above, and also property book items subject to USAMC installation screening.

(4) Materiel in condition code E will be processed manually when determined to be excess. Prepare and process appropriate documentation (DIC FTE, AØ_, ZØ_, DAD, etc.) and insure posting to the RC file.

b. Stock accounting activity will:

(1) Review the excess notice card (DIC ZKA) to determine disposition of materiel. If retention is desired, prepare and submit to the data processing activity a materiel adjustment (dual) card (DIC DAD) and a level adjustment (debit) card (DIC Z8_) if an adjustment to the RO or level is required.

(2) If materiel is to be excessed, forward the excess notice card (DIC ZKA) to the storage activity for physical inspection.

c. Storage activity will:

(1) Conduct a physical inspection of the materiel and annotate the face of the excess notice card (DIC ZKA) with the appropriate excess condition code as defined in AR 755-1, and return to the stock accounting activity.

(2) Prepare and forward inspection reports, if required, with the excess notice card to the stock accounting activity.

(3) Placard or segregate the materiel, as required. If segregation of the materiel is required, prepare the necessary documentation to effect a location change and forward to the data processing activity.

d. Stock accounting activity will:

(1) Review excess notice card data and determine disposition based on current directives and guidance.

(2) Enter appropriate disposition code and required additional data and forward the excess notice card (DIC ZKA) to the data processing activity.

(a) Disposition code 1 for automatic return items to be reported to the supply source.

(b) Disposition code 2 for automatic return items to be shipped to a predetermined storage location, and also reported to the supply source.

(c) Disposition code 3 for items to be reported to the supply source.

(d) Disposition code 4 for items to be shipped to the property disposal officer (PDO).

(3) If multiple action is required, duplicate the excess notice card (DIC ZKA) depicting applicable quantities in each card and continue processing.

(4) Materiel for USAMC screening:

(a) Retain the excess notice card (DIC ZKA) in suspense.

(b) Prepare a report of customer excess materiel (DIC FTE) or a Standard Form 120 (Report of Excess Personal Property) and forward to Letterkenny Army Depot.

(c) Prepare and process a materiel adjustment (dual) card (DIC DAD) to transfer materiel from stratification segment 8 to 9.

e. Data processing activity will prepare documents as outlined in paragraph 9-5. Assign document numbers and process, using the following signal and fund codes:

<u>Type of document</u>	<u>Signal code</u>	<u>Fund code</u>
<u>Report of customer excess materiel (DIC FTE) from--</u>		
Stratification segment 8 or 9, with appropriation budget code 2.	A	Materiel category plus "R."
Stratification segment 8 or 9, with appropriation budget code other than "2."	D	Blank
<u>Request for issue card (DIC Z0_).</u>	M	GJ
(For shipment to the property disposal officer.)		
<u>Requisition card (DIC A0_).</u>		
(For shipment to a storage depot)		
with credit	J	ZY
without credit	M	ZZ
9-5. <u>Reporting.</u> a. The following documents will be pre- pared and processed as indicated:		
(1) <u>Automatic return items reportable to the supply source (disposition code 1).</u>		
(a) Materiel adjustment (dual) card (DIC DAD) to trans- fer the materiel to stratification segment M.		
(b) Report of customer excess materiel card (DIC FTI) to be forwarded to the stock accounting activity.		
(c) Post the report of customer excess materiel infor- mation to the RC file.		
(2) <u>Automatic return items (disposition code 2).</u>		
(a) Requisition card (DIC A0_) for shipment to the storage depot.		
(b) Report of customer excess materiel card (DIC FTE).		

(c) Requisition card (DIC A0_) and the report of customer excess materiel information will be posted to the RC file.

(d) The FTE card will be forwarded to the stock accounting activity.

(e) Reverse local turn-in card (DIC Z3_) on DI/B0, if applicable, and reprocess as a creditable return.

(3) Materiel reportable to the supply source (disposition 3). Process as prescribed in a(1) above.

(4) Materiel directed to the PDO (disposition code 4).

(a) Request for issue card (DIC Z0_) will be posted to the RC file.

(b) Turn-in card (DIC Z3_) on DI/B0 will be deleted.

b. Stock accounting activity will:

(1) For disposition codes 1, 2, and 3:

(a) Prepare a Standard Form 120 (Report of Excess Personal Property) and/or other exception data, as required.

(b) Match the report of customer excess materiel card (DIC FTE) with inspection reports, Standard Forms 120, and/or other exception data, if applicable, and mail to the appropriate supply source.

(c) If additional documents or exception data are not required, forward the report of customer excess materiel cards (DIC FTE) to the data processing activity for transmitting to the appropriate supply source.

(2) If a need arises for the excess materiel at this time, the manager can effect internal cancellation by entering an "X" punch in card column 80 of the FTE card and reentering into the applicable program. This will result in the RC file being closed, citing requisition status code Y.

Section III. PROCEDURES FOR PROCESSING
RESPONSE TO REPORT OF EXCESS

9-6. Materiel previously reported for AMC screening. a. Stock accounting activity will:

(1) Receive requisition card (DIC AØ). Remove and destroy the matching excess notice card (DIC ZKA) in suspense, enter stratification segment 9 in the requisition card (DIC AØ), and forward to the data processing activity.

(2) If no requisition card (DIC AØ) or request for additional screening time is received within 30 days, the excess notice card (DIC ZKA) will be removed from suspense, assigned a new disposition code, and forwarded to the data processing activity.

b. The requisition card (DIC AØ) or the excess notice card (DIC ZKA) will be processed as appropriate.

9-7. Materiel previously reported to the supply source. a. Data processing activity will, upon receipt of the reply to report of customer excess materiel (DIC FTR), take the following action:

(1) Receive and match the FTR card against the DMIDF and the FTE card recorded on the RC file.

(2) Continue processing in accordance with the advice code, as follows:

(a) Advice codes CND and JJJ. Post the input advice code, a no followup indicator to preclude automatic follow up, and the current date to the RC file. Reject the FTR card with a reentry card citing decision code DD1.

(b) Advice codes CNX, CRD, CRN, DDD, EEE, HHH, and MMM. Post to the RC file no followup bit indicator, the input advice code, the current date, and requisition status code E to close the file. Reject the FTR card with a reentry card, citing decision code DD1, to the stock accounting activity.

(c) Advice codes CAP, CNA, and CNR. Prepare and process a requisition card (DIC AØ) without credit to the storage depot indicated in the FTR card. Update the RC file total quantity processed by the input quantity. If the updated total processed quantity equals the FTE card quantity, post the input advice code, current date, and requisition status code F to close the RC file.

(d) Advice codes CRA and CRR. Prepare and process a requisition card (DIC AØ) for shipment with credit to the routing identifier code (RIC) indicated. Update the RC file.

(e) Advice code CRZ. Prepare and process:

1. Requisition card (DIC AØ) for the quantity, and to the cited storage depot indicated in the FTR card for shipment with credit.

2. Request for issue card (DIC ZØ) for the difference in quantity between the reply to report of customer excess materiel card (DIC FTR) and the report of customer excess materiel card (DIC FTE). This quantity will be shipped without credit to the PDO.

3. Update the RC file total quantity processed by the total quantity processed and post the current date, input advice code, and requisition status code F.

(f) Advice code CRP. Prepare and process:

1. Requisition card (DIC AØ) for the quantity, and to the cited storage depot indicated in the reply to report of customer excess materiel card (DIC FTR) for shipment with credit.

2. Requisition card (DIC AØ) for the difference in quantity between the FTR card and the FTE card. This quantity will be shipped without credit to the storage depot indicated in the FTR card.

3. Update the RC file total quantity processed by the total quantity processed and post the current date, input advice code, and requisition status code F.

(g) Advice codes CCC, CNE, CNP, FFF, GGG, RPE, RPT, and TSM.

1. Prepare and process a request for issue card (DIC ZØ) for shipment without credit to the PDO.

2. Update the RC file with the input advice code, current date, input quantity, and requisition status code F if the total quantity processed equals the FTE card quantity.

(h) Advice code KKK. Reproduce the report of customer excess materiel card (DIC FTE) on the RC file and transceive to the appropriate supply source. Reopen the RC file and post the current date.

(3) Perpetuate the requisition number and suffix code if applicable, appearing on the FTR card, and assign the following signal and fund codes:

(a) Request for issue card (DIC Z0_)--signal code M and fund code GJ.

(b) Requisition card (DIC A0_) for materiel with credit--signal code J and fund code ZY.

(c) Requisition card (DIC A0_) for materiel without credit--signal code M and fund code ZZ.

b. Stock accounting activity will:

(1) Receive rejected cards.

(2) Continue processing in accordance with the decision and advice codes, as follows:

(a) Decision codes.

1. Decision code D02. Unit of issue in input document is blank, contains other than alphas, or does not agree with the DMIDF. Verify to determine correct unit of issue. Correct the input document, or prepare and process a standard catalog data change card (GPCF), DIC C-series, and a requisition control excess correction card (DIC ZCE), and reenter the FTR card into the appropriate program.

2. Decision code D04. No record of stratification segment code on DMIDF (stratification segment includes stratification code, condition code, and depot). Check the source document to determine the valid stratification segment. Correct the input document or process a change to the DMIDF and a requisition control excess correction card (DIC ZCE) to the RC file, and reenter the FTR card into the appropriate program.

3. Decision code D08. To process this transaction would have caused a credit balance on the DMIDF. Determine correct quantity. Correct the input document for reentry into the applicable program, or, if the materiel is no longer excess materiel, process the FTE card with an "X" in card column 80 or an "X" in card column 79 of the FTR card to close the RC file.

4. Decision code D5B. RC file closed. Determine the action that caused the file to be closed, and take appropriate action.

5. Decision code D29. FTR card received--cancellation has been requested or confirmed. Inquiry the RC file. If the cancellation has been confirmed, destroy both the reentry and research card. If the cancellation has been requested, maintain a suspense until the reply from the supply source is received. If the cancellation is not approved, the reentry card will be processed.

6. Decision code D9H. GSA cancellation posted to RC file FTE card record. FTR card will be rejected upon receipt. Retain until receipt of FTR card. Determine quantity to be canceled, and initiate a DD Form 1348.

7. Decision code D33. FTC input--FTR previously received. Cancellation cannot be requested as disposition instructions have already been received from the supply source. If possible, stop or reverse the action directed by the FTR card and reenter the FTC cards. If not, destroy both the research and reentry cards.

8. Decision code D72. Invalid input--quantity field is in error, blank, or non-numeric, or contains all zeros. Determine correct quantity, enter in the reentry card, and input into the appropriate program.

9. Decision code DGU. Status or advice code is invalid. Determine correct advice code, enter in the reentry card, and input into the appropriate program; or, enter an "X" in card column 79 of the reentry card for processing to close the RC file, and prepare the required documents off line.

10. Decision code DHK. No record on the RC file. Verify to determine if document number was erroneously key-punched or transposed. Determine correct document number, enter into the reentry card, and input into the appropriate program.

11. Decision code DHL. Input quantity is greater than the quantity on the RC file or unprocessed quantity. Determine correct quantity, enter in the reentry card, and input into the appropriate program; or, if multiple cards have been received, enter the appropriate suffix code in each card, an "X" in card column 64, and reenter into the appropriate program.

12. Decision code DHR. Duplicate receipt, FTR or ZPM cards. Determine if an actual duplicate exists, and if so, destroy the reentry and research cards. If necessary, prepare a new report of customer excess materiel card (DIC FTE) and

make certain that the data are posted to the RC file if the document number has been duplicated but the actual materiel is different.

13. Decision code DHT. Document number is applicable to another stock number. Determine correct document number or stock number, enter in the reentry card, and input into the appropriate program.

14. Decision code DHV. Unit of issue does not agree with RC file. Determine correct unit of issue. Correct the input document or process a change to the RC file, as applicable, and reenter into the appropriate program.

15. Decision code DK5. Quantity reflected in quantity field was not available for shipment. Research to determine correct quantity, adjust, and reenter.

(b) Advice codes (rejected with decision code DD1).

1. Advice code CND. Customer request for cancellation disapproved. Take necessary action to contact the supply source if the excess materiel is no longer available. Hold the reentry card until receipt of the FTR card. The FTR card will be rejected and at this time, enter an "X" in column 62 and reenter the FTR card for processing.

2. Advice code CNX. Credit not allowed. Item will be disposed of in accordance with special instructions. Retain rejected card in suspense, pending receipt of special instructions from the supply source. Upon receipt of instructions from the supply source, prepare required documents.

3. Advice code CRD. Customer request for cancellation approved. Prepare and process a materiel adjustment (dual card (DIC DAD) to reestablish the materiel to the appropriate segment.

4. Advice code CRN. Credit not allowed. Adjust records accordingly. Inquire the RC file and/or requisition history file for the matching requisition card (DIC A0_).

a. If the matching A0_ card on file is with credit prepare a materiel release order card (DIC A5_) reversal ("X" in card column 29) and a materiel release order card (DIC A5_) without credit, and submit for processing.

b. If the matching requisition card (DIC A0_) on file is without credit, destroy the reentry card; no further action is required.

5. Advice code DDD. Reported item rejected. Reported item not identifiable and/or unit of issue is not appropriate. Determine correct data and:

a. If the stock number or unit of issue was originally correct:

(1) Prepare an FTE card containing the same document number.

(2) Annotate the complete nomenclature, references, etc., on the reverse side of the card to substantiate the stock number or unit of issue and mail to the appropriate supply source.

(3) Forward report of customer excess materiel information to the data processing activity for posting to the RC file.

b. If the stock number or unit of issue was originally incorrect:

(1) Prepare a standard catalog data change card if required, and forward to the data processing activity.

(2) Prepare an FTE card containing a new document number and the correct stock number or unit of issue, and forward to the supply source.

(3) Forward report of customer excess materiel information to the data processing activity for posting to the RC file.

6. Advice code EEE. Reported item rejected. Reported item is not under the inventory management of this inventory control point (ICP)/Army class manager activity (ACMA). Research to determine the correct supply source and:

a. If the supply source was originally correct:

(1) Prepare an FTE card containing the same document number.

(2) Annotate complete nomenclature, references, etc., to substantiate resubmission to the same supply source on the reverse side of the card, and mail to the appropriate supply source.

(3) Forward report of customer excess materiel information to the data processing activity for posting to the RC file.

b. If the supply source was originally incorrect:

(1) Prepare a standard catalog data change card (DIC ZNT), if required, and forward to the data processing activity.

(2) Prepare an FTE card containing a new document number, and forward to the new supply source.

(3) Forward report of customer excess materiel information to the data processing activity for posting to the RC file.

7. Advice code HHH. Reported item rejected. Report of customer excess materiel garbled or incomplete. Resubmit new report after appropriate corrections. Also forward report of customer excess materiel information to the data processing activity for posting to the RC file.

8. Advice code JJJ. Reported item rejected. Quantity appears excessive. Review and resubmit. Research to determine the correct quantity and:

a. If the original quantity was correct, prepare a report of customer excess materiel card (DIC FTE) containing the same document number. Enter advice code JJJ and forward to the appropriate supply source. Also forward report of customer excess materiel information containing an "X" in card column 43 to the data processing activity for posting to the RC file.

b. If the original quantity was incorrect, prepare an FTE card containing a new document number and the correct quantity, and forward to the appropriate supply source. Also forward report of customer excess materiel information to the data processing activity for posting to the RC file. Enter an "X" in card column 80 of the FTR card and reenter to allow processing to close the file.

9. Advice code MMM. Research to determine the correct document number, prepare a report of customer excess materiel card (DIC FTE) containing a new document number, and forward to the appropriate supply source. Also forward report of customer excess materiel information to the data processing activity for posting to the RC file. Enter an "X" in card column 80 of the FTR card and forward to the data processing activity to close the original record.

10. Advice code CRT or CRU. Obtain original FTR card input if a duplicate card was not keypunched and processed by the data processing activity. From the date written in the clear on the FTR card by the NICP, prepare an AØE card off-line with the consignee's activity address entered in card columns 45 through 50; consignee's priority code in card columns 60 and 61; and signal code J with materiel category code plus "R" in card columns 51 through 53. Upon receipt of the DD Form 1348-1A (flimsy) from the data processing activity, manually enter the consignee's requisition number in remarks blocks AA and BB. Decision code DD1, when received from processing the duplicate FTR card, will require no action since an AØE requisition card will have already been prepared off-line.

c. Data processing activity will, upon receipt of the followup request to a customer by an NICP (DIC FTK), furnish the stock accounting activity with a mass requisition control listing of the FTR (inquiry requester code DPFTK) and all other corresponding AØ_ or ZØ_ documents together with a reject FTK card citing decision code DD1.

d. Stock accounting activity will, upon receipt of the reject card and mass inquiry listing (inquiry requester code DPFTK), prepare an FTL customer reply to the NICP followup card off-line using advice code AAA, GGG, or NNN, as applicable. Prepare a duplicate FTL card and process it to the ADP activity for recording in the requisition history file.

Section IV. FOLLOWUP AND CANCELLATIONS

9-8. Followup. It is the responsibility of the submitting installation to follow up when disposition instructions have not been received from the supply source within 45 days. Subsequent followup will be every 7 days. The first and second followup will be transceived to the supply source. The third followup containing decision code DC6 will be forwarded to the stock accounting activity for more aggressive action to obtain a reply from the supply source.

9-9. Cancellations. a. Cancellation of previously reported excess materiel may require cancellation due to various reasons, some of which are:

- (1) Stock used to meet a demand.
- (2) Materiel required for a foreseeable demand.
- (3) Inventory discloses no stock available.

(4) Inventory discloses materiel in a different condition code than that reported.

b. GSA cancellation. The report of customer excess materiel cancellation card (DIC FTC) will not be used when canceling GSA materiel. Notification of cancellation to GSA will be withheld until receipt of the reply to report of customer excess materiel card (DIC FTR). At this time, a DD Form 1348m-1 or DD Form 1348m-3 (optional) will be prepared indicating the reduced quantity (a total quantity cancellation will be indicated by a zero quantity in the card), and will be forwarded to the applicable GSA Regional Inventory Management Branch.

c. DSA and Army cancellation. The stock accounting activity will prepare and transceive to the appropriate supply source a report of customer excess materiel cancellation card (DIC FTC) for the quantity canceled and a duplicate card to the data processing activity for posting to the RC file.

9-10. Warehouse denials. Notification of a warehouse denial will be the receipt of a partially prepared FTC card containing the quantity actually denied and citing decision code DK5

a. If, after investigation of the warehouse denial, the materiel previously classified as excess is no longer available, either in part or total, prepare an FTC card for the denied quantity only and forward to the supply source for DSA and Army. No FTC card is required for GSA.

b. If the materiel is located after submission of the FTC card and receipt of the FTR card, a new FTE card containing a new document number will be prepared and submitted as a new report. The report of customer excess materiel data will be furnished for posting to the RC file. (See chapter 10 for further data.)

CHAPTER 10

ADJUSTMENTS

Section I. GENERAL

10-1. Adjustments. a. Adjustments will be made to accountable records and files for the following reasons:

- (1) Reclassification of materiel.
- (2) Reidentification of materiel.
- (3) Discrepancies discovered in the accountable records by physical inventory (includes warehouse denials).
- (4) Stratification segment adjustments.
- (5) Imbalances occurring between the due-in/back-order (DI/BO) fields of the depot master item data file (DMIDF), DI/BO file, and the requisition control (RC) file.
- (6) Corrections to previously processed documents.

b. A document control register will be maintained for the purpose of assigning document numbers to adjustment documents originating at the accountable depot. A block of document numbers will be assigned to the data processing activity for application to adjustments that are created in line during computer processing.

c. Document numbers will not be assigned to adjustment documents from satellite activities when document numbers have been previously assigned. Such assignment of document number for satellite account adjustments will be by mutual agreement between the stock accounting activity and the satellite activity.

10-2. Inventory Adjustment Report (IAR) (DA Form 444). a. Adjustments necessitated when discrepancies are discovered by physical inventory must be validated by the signature of the accountable property officer and the approving authority. The IAR will be used to validate these adjustments and will be prepared and processed as prescribed in AR 711-16.

b. Reports of Survey will be prepared to support adjustments to the inventory, as required, and as prescribed in AR's 711-16 and 735-11.

c. Types of adjustments that require validation by IAR are as follows:

(1) Adjustments to correct discrepancies discovered by physical inventory (cyclic, wall to wall, or special, including warehouse denials).

(2) Adjustments to record reidentification of materiel in storage.

(3) Downward reclassification of materiel condition.

(4) Adjustments resulting from assembly or disassembly operations.

d. Types of adjustments that may be excluded from the IAR are as follows:

(1) Adjustments resulting from catalog changes, such as price changes, stock number changes, materiel category changes, logistical management changes, etc.

(2) Dual action adjustments transferring stock between stratification segments.

(3) Level adjustments.

(4) Adjustments of imbalances between back-order and due-in files.

e. Mechanically prepared listings reflecting inventory adjustments are acceptable as adjustment vouchers when properly validated and approved. Adjustments will be summarized on the IAR (DA Form 444) and attached to the mechanically prepared listings (see app C for listing format).

10-3. Documentation. a. Input.

(1) Materiel adjustment cards, as differentiated from correction cards, will be prepared on DD Form 1487, DOD Materiel Adjustment Document. Materiel adjustment cards are listed as follows:

(a) Single transaction inventory increase (debit) card, DIC D8_.

(b) Single transaction inventory decrease (credit) card, DIC D9_.

(c) Dual transaction condition transfer card (reclassification), DIC DAC.

(d) Dual transaction stratification segment transfer card, DIC DAD.

(2) Other input documentation identified as correction cards are listed as follows:

(a) Due-in correction card (DA Form 2765, Request for Issue or Turn-in), DIC Z1_.

(b) Back-order correction card (DA Form 2765), DIC Z6_.

(c) Materiel release denial card (DD Form 1348m, DOD Single Line Item Requisition Document (Mechanical)), DIC Z2_ (on depot) and DIC A6_ (off depot).

(d) Due-in established (other than procurement instrument source) card (DD Form 1348m), DIC DF_; and due-in established (procurement instrument source) card (DD Form 1348m), DIC DDS.

(e) Back-order transaction card (DA Form 2765), DIC DG_.

(f) Materiel release order card (DD Form 1348m), DIC Z5_ (on depot) and DIC A5_ (off depot).

b. Output.

(1) Output documentation from the adjustments program will be in both card form and machine listings. Card form output will be as follows:

(a) Reject research cards for all items that rejected during validation or during processing.

(b) Reject reentry cards.

(2) Other output documentation generated by or related to adjustment programs is the inventory adjustment report listing.

Section II. ADPE PROCEDURES

10-4. Reclassification of materiel. a. Storage activity will:

(1) Conduct periodic inspections to determine actual condition of stocks, and initiate reclassification action as required.

(2) Segregate and relocate materiel by condition when reclassification is made.

(3) Prepare DD Form 1487 for each item requiring condition change. The DD Form 1487 will be prepared by and for the signature of the classification officer or his authorized representative. Data on the DD Form 1487 will include the following:

(a) Block B. Signature of the classification officer or his authorized representative.

(b) Block N. Reason for the reclassification.

(c) Block Z. Estimated repair cost.

(d) Remarks. So indicate when reclassification is due to possible latent defects.

(4) Forward the completed DD Form 1487 to the stock accounting activity.

b. Stock accounting activity will:

(1) Receive the materiel adjustment cards from the classification officer and review to assure that the document is complete and contains the required information.

(2) Assure that both the debit and credit cards contain (or add, if they do not contain) the following data:

(a) Stratification code.

(b) Substratification code, if applicable.

(c) Condition code.

(4) Forward the materiel adjustment cards to the activity for keypunching, verification, and return

(4) Group and forward the materiel adjustment cards to the data processing activity for processing in the next adjustment routine.

(5) Receive rejected cards and process in accordance with paragraph 10-11.

10-5. Reidentification of materiel. a. Reidentification of materiel will be made when discrepancies are discovered during location survey, inventory, surveillance, or other operations incident to receipt, storage, and issue.

b. Stock accounting activity will:

(1) Receive notification of mixed or misidentified stock as to quantity, stock number from, and stock number to, from the storage quality control activity.

(2) Conduct research and request special inventories as necessary to determine required action.

(3) Prepare appropriate documentation to reconcile stock record with stocks in location as follows (see app B for format).

(a) Input documents as required to correct previous posting errors.

(b) Materiel adjustment (credit) cards (DD Forms 1487), DIC D9_, to drop stock from the losing stock number.

(c) Materiel adjustment (debit) cards (DD Forms 1487), DIC D8_, to pick up stock to the gaining stock number(s).

(4) Forward the cards to the data processing activity for processing in the adjustment routine.

10-6. Adjustments to the accountable records for discrepancies discovered by physical inventory (special, other than warehouse denials). a. Stock accounting activity will:

(1) Prepare special inventory count cards (DA Forms 2000), DIC ZNK, for discrepancies in the accountable records discovered during normal inventory management operations or during review of locations survey for the following:

(a) Locations without balances.

(b) Balances without locations.

(c) Other discrepancies known or suspected.

(2) Prepare special inventory count cards for discrepant items to be inventoried, or as requested by the accountable property officer or the installation commander.

(3) Forward the special inventory count cards to the inventory activity.

b. Inventory activity will:

(1) Perform inventory counts in accordance with present inventory procedures.

(2) Perform second counts as prescribed for second counts.

(3) Forward first and second count cards to the stock accounting activity.

c. Stock accounting activity will:

(1) Receive special inventory count cards from the inventory activity.

(2) Perform historical research and compare item record balances with quantities actually counted in location, taking into account intransit actions such as issue, receipt and other adjustments that would have a bearing on the recorded balance or quantity in location.

(3) After determining that a discrepancy exists, prepare materiel adjustment cards (D8_ (debit) and D9_ (credit) or other adjustments as required to correct the record. (See app B for format.) Key punch, group, and forward the adjustments to the data processing activity.

(4) Retain count cards, and research data for inclusion on or to support the IAR and reports of survey.

10-7. Materiel release denials (warehouse denials). a. Storage document control activity will:

(1) Receive all copies of DD Form 1348-1 (DOD Single Line Item Release/Receipt Document), not used for partial shipment, from the warehouse activity for warehouse denial

(2) Prepare shipment status--materiel release confirmation (MRC) cards (off depot) (DD Forms 1348m), DIC AR and shipment status--MRC cards (on depot) (DA Forms 2765),

DIC ZRØ, for quantities shipped, and forward to the data processing activity for processing.

(3) Prepare ARØ or ZRØ cards for quantities denied and file in warehouse denial suspense file.

(4) Forward all copies of the DD Form 1348-1 to the inventory activity, clearly marked "warehouse denial," quantity denied, and locations checked.

b. Inventory activity will:

(1) Receive DD Form 1348-1 for warehouse denials from the storage document control activity.

(2) Prepare inventory count cards and conduct inventory research as prescribed by inventory procedures.

(3) If enough stock is found to supply the denied quantity, forward DD Form 1348-1 to the storage document control activity with all pertinent information required for issue of the located materiel.

(4) If part of the denied quantity is found:

(a) Forward inventory count cards, and one copy of the DD Form 1348-1 annotated as to the correct denied quantity, to the depot property stock accounting activity.

(b) Forward remaining copies of the DD Form 1348-1 to the storage document control activity with all pertinent information required for issue of the located materiel.

(5) If no stock is found:

(a) Forward count cards, and one copy of the DD Form 1348-1 annotated as to the denied quantity, to the depot property stock accounting activity.

(b) Forward remaining copies of the DD Form 1348-1 to the storage document control activity, confirming the denial.

c. Storage document control activity will:

(1) If sufficient stock has been located by the inventory activity:

(a) Process the issue in accordance with established procedures.

(b) Pull the ARØ or ZRØ cards from the warehouse denial suspense file, complete as required, and forward to the data processing activity for processing.

(2) If part of the denied quantity is located:

(a) Process issue of the partial quantity in accordance with established procedures.

(b) Pull the ARØ or ZRØ cards from the warehouse denial suspense file. Prepare new ARØ or ZRØ cards for the partial issue quantity and forward to the data processing activity for processing. Destroy the ARØ or ZRØ cards removed from suspense.

(c) If no stock is found, pull ARØ or ZRØ cards from the warehouse denial suspense file, and destroy the ARØ or ZRØ cards and copies of DD Form 1348-1.

d. Depot property stock accounting activity will:

(1) Receive the count cards and one copy of DD Form 1348-1 from the inventory activity.

(2) Prepare materiel release denial cards (DD Forms 1348m), DIC A6_ (off depot) or Z2_ (on depot) and forward the cards to the data processing activity.

(3) Conduct complete research required to resolve stock record discrepancy. Retain research data for inclusion on the IAR (DA Form 444) or to support the report of survey.

(4) Prepare documentation to correct posting errors, restratify assets, or adjust on-hand balances, as required.

(5) Forward inventory count cards to the data processing activity to update the date of last inventory.

Note. During computer processing of denials for issue from stratification segments R, 8, 9, and M, subsegment 2 (turn-in, DIC Z3_) representing the subsegment 2 quantity, are deleted from DI/B0. Therefore, when stocks are found subsequent to denial processing, and restratification to segments R, 8, 9, or M is required, do not restratify stocks to subsegment 2.

10-8. Adjustments due to transfers between stratification segments. a. Transfer of assets between stratification segments may be initiated by the stock accounting activity to

satisfy requirements in various other segments or to properly stratify excess stocks. Other stratification segment transfers may be made in line, when level changes are processed.

b. Stratification segment transfers are made from materiel adjustment (dual) cards (DD Forms 1487), DIC DAD (see app A). DAD card transfers from, to, or between stratification segments R, 8, 9, or M must contain a substratification code in card column 64 or 74 of the input card as follows:

(1) "1" in card column 64 or 74. Pickup/drop quantity to/from the segment on hand and level revision fields.

(2) "2" in card column 64 or 74. Pickup/drop quantity to/from segment on hand and turn-in/deferred fields. If card column 64 of a DAD card is a "2," card column 74 must be a "2."

(3) "3" in card column 64 or 74. Pickup/drop quantity to/from the segment on hand and canceled fields.

(4) "4" in card column 64 or 74. Pickup/drop quantity to/from the segment on hand and the nonstocked fields.

10-9. Corrections to the due-in and back-order records (DMIDF fields, DI/B0, and RC). a. Due-in and back-order quantitative records will be updated or corrected by the preparation and input of a due-in correction card (DA Form 2765), DIC Z1, and back-order correction card (DA Form 2765) DIC Z6. (See app B for format.) Card column 7 will contain the appropriate action decision code to identify the proper file and field to be updated as follows:

(1) Blank in card column 7. Add or subtract the input quantity to or from the due-in or back-order fields of the DMIDF, the quantity field of the DI/B0 file, and the due-in or back-order fields of the RC file.

(2) "1" in card column 7. Add or subtract the input quantity to or from the due-in or back-order field of the DMIDF.

(3) "2" in card column 7. Add or subtract the input quantity to or from the quantity field of the DI/B0 file.

(4) "3" in card column 7. Add or subtract the input quantity to or from the due-in or back-order fields of the RC file.

(5) "4" in card column 7. (Used for Z1_ card only to adjust due-in from local purchase.) Add or subtract the input quantity to or from the due-in field of the DMIDF, the quantity field of the DI/BO file, and the due-in field of the RC file.

(6) "M" in card column 7. (Used for Z1_ card only for total cancellation of a due-in from local purchase.) Reduce the due-in field of the DMIDF by the input quantity and zero the quantity fields of the RC and DI/BO files.

Note. Subtractions are prompted by reversal identification ("11" overpunch in card colm 29) in the Z1_ or Z6_ card input.

b. Establishment or correction of other data element in the DI/BO and RC files and the related quantitative field of the DMIDF, and DI/BO and RC files will be made by preparation and input of DD_ card (due-in from local purchase); DF_ card (due-in from other); and DG_ card (due-out) back-order transaction cards. (See app A for format.) Since these corrections create in-line reversal and/or reestablishments, the money pot is updated for stock fund transactions.

c. Card column 72 will contain the appropriate edit code to identify the proper data element, file, and field(s) to be updated, as follows:

(1) Blank in card column 72. Establishment of a due-in (DIC DD_ or DF_ only) without output documentation.

(2) "G" in card column 72. Establishment of a due-in (DIC DD_ or DF_ only) with AØ_ or purchase order output.

(3) "K" in card column 72. Regular adjustment.

(4) "R" in card column 72. Change to the due-in or back order of data elements other than quantity, unit of issue, and stock number.

(5) "T" in card column 72. Change of stock number and unit of issue.

10-10. Corrections to previously processed documents. Corrections to previously processed documents will be prepared in the same format as that of the original document. Normally, such corrections are made by reversing the original document and reprocessing; however, supplemental transactions that relate to the original document and will correct the discrepancy, may be made. Reversals will contain an overpunch in card column 29.

10-11. Processing research/reject actions. Decision codes listed below are those generated from adjustment processing. Definitions are the same as those in appendix A. These decision codes may also be generated by other programs; however, required actions stated herein are as relate to the adjustment program only.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
D01	No record in DMIDF.	For adjustments--normally results from input to change unit of issue and Federal stock number (FSN) in RC and DI/BO files (edit code T in card colm 72). Research to determine correct FSN, or need to add a record. Correct and/or process reentry as required.
D04	No record of stratification segment code on DMIDF (stratification segment includes stratification code, condition code, and depot).	Stratification segment code must exist in the DMIDF for adjustment action that reduces DMIDF level or balance fields. Research to determine proper stratification segment code, or that data in the input is compatible to the intended transaction. Prepare corrected input as require
D08	To process this transaction would have resulted in a credit balance.	Research to determine proper input quantity or other transaction that affected the related quantity fields. Prepare correction to records or correct reentry as required.
D43	Due-in already on DMIDF to cover reorder point quantity (90-day level).	Analyze stock position by stratification segment to determine proper segment or quantity to be adjusted, or other actions that previously reduced net requirements. Correct and process reentry as required.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
D5B	Requisition control (RC) file is closed.	Research to determine error in input or reason RC file was coded "closed." Prepare correction to RC file or correct reentry as required.
D8J	Credit balance on RC file if processed.	Research to determine reason for insufficient RC quantity (e.g., error in input quantity, or other transactions reduced the RC quantity). Prepare corrections to the RC record, or correct reentry as required.
D8L	Credit balance on DI/BO if processed.	Research to determine proper input quantity or other transactions that reduced the DI/BO quantity. Correct DI/BO record, or prepare corrected reentry as required.
DGQ	Input contains edit code R and input quantity does not agree with quantity on DI/BO.	Research to determine proper input quantity or reason DI/BO quantity changed. Prepare corrections to record or correct reentry as required.
DGV	Adjusted 90-day level would be less than due-in or back-order quantity.	Research to make certain that input is correct, back orders to be released or canceled, or other action that rejected causing back orders, to remain on file. Prepare corrections to records or correct reentry as required.
DHG	Duplicate DI/BO record found.	Research to determine proper edit code or document number. Prepare corrected reentry as required.
DHH	Invalid input to this phase.	When card column 64 of a DA card or card column 74 of a D8 or D9 card is other than blank, it must be "1," "2,"

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
		"3," or "4." (Adjustments from/to stratification segments R, 8, 9, or M, see substratification codes, app A.) Research to determine proper substratification code and prepare corrected reentry as required.
DHK	No record on RC file for input document number, or in the event input is for direct delivery, record for cross-referenced document cannot be found.	Research to determine proper document number for input or reasons that RC record was deleted. Prepare corrections to RC record or correct reentry as required.
DHL	Input quantity greater than quantity on RC or DI/BO files.	Research to determine proper input, quantity, or RC or DI/BO file quantity. Prepare corrections to RC or DI/BO file or correct reentry as required.
DHX	Input not processed. Level exists on segment A, 1, 2, or D for other than that cited on the input.	Establishment of segment A levels is not permitted when levels exist for segment 1, 2, or D. Establishment of levels in segment 1, 2, or D is not permitted when an "A" segment with levels exist. Research to determine if input action is required. If so, assure that levels in other segments are deleted and the requirements are included in the segment levels that are being established. Prepare corrected reentry(s) as required.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DHZ	Level has been decreased; due-in is excess of requirements.	Analyze stock position to make certain that due-in is excess. Prepare cancellation to the supply source as required.
DJ6	No DI/BO record found or document number on input is not on DI/BO.	Research to determine if input document number or action decision code (card colm 7) is in error, or error exists in DI/BO. Prepare correction to DI/BO or correct reentry as required
DKJ	Duplicate document number on RC file.	Research to determine proper document number or action decision code input, or that RC file is correct. Prepare corrections to RC file or correct reentry as required
DKZ	Input to stratification segment D. To process this transaction would create an overage to assets in this segment.	Research to determine proper input stratification segment code or quantity, or reason for reduction of the segment D 90-day net requirement. Correct the record or prepare corrected reentry as required
DMG	Due-in with action decision code M. Processing did not clear the remaining due in.	Research to determine proper quantity, action decision code, or other transactions that affected the DI/BO quantity. Prepare correct reentry or update DI/BO as required.
DMJ	Input is a due-in or back-order adjustment (DF .	Research to determine if input FSN, unit of issue, or edit code is in error. Correct reentry as required.

<u>Decision code</u>	<u>Definition</u>	<u>Required action</u>
DMY	Attempt to increase the back-order quantity of segment D above the 90-day level quantity.	Research to determine the proper input quantity, action/decision code, or validity of transactions that increased the back-order quantity. Prepare corrected reentry as required.
DY4	Invalid or unequal stratification segment on RC file, or if input is direct delivery, the RC stratification code for the due-in does not agree with the RC code for the back order.	Research to determine proper stratification segment code for input or RC record. Prepare correction to record or correct reentry as required.
DY5	Denial has been processed. Quantity in the quantity field has been dropped from availability segment reflected (normally from segment 5, non-Army stock fund (ASF)-owned property).	Notify owning agency of potential shortage. Research and process this denial as prescribed in this regulation. Notify owning agency as to final results of the denial.

Section III. PROCEDURES FOR ADPS DEPOTS

10-12. Procedures. The following actions and considerations are taken by the data processing activity during the adjustments process:

a. Select adjustment input by document identifier code (DIC) and phase, as follows:

- (1) Phase I. DIC's DD_, DF_, DG_, Z1_, and Z6_.
- (2) Phase II. DIC's D8_, D9_, DA_, Z8_, Z9_, Z2_, A6_, Z5_, and A5_.

b. Routines DD_, DF_, and DG_.

(1) Check the edit code (card colm 72) of the input to this routine. Codes are as follows:

<u>Edit code</u>	<u>Explanation</u>
Blank	Establishment, without output documentation.
G	Establishment, with AØ_ or purchase order as output (DD_ or DF_ only).
K	Regular adjustment.
R	Change to due-in or back order of data elements other than quantity, unit of issue, or stock number, and update the DMIDF accordingly.
T	Change FSN and unit of issue.

(2) Reject with decision code DHK any DD_, DF_, or DG_ input with edit code K, R, or T for which an RC record cannot be found.

(3) Reject with decision code DJ6 any DD_, DF_, or DG_ input with edit code K or R, for which a DI/BØ record cannot be found, by document number, stock number, and routing identifier code.

(4) Reject with decision code DGQ, any DD_, DF_, or DG_ input with edit code R for which the input quantity does not agree with the DI/BØ quantity.

(5) Reject with decision code DHG any DD_, DF_, or DG_ input with edit code blank or "G" for which a matching record is found on the DI/BØ file.

(6) Reject with decision code DKJ any DD_ or DF_ input with blank card column 72 for which an RC record is found.

(7) Reject with decision code D8J any DD_, DF_, or DG_ input with edit code K in card column 72 for a quantity greater than the due-in or back-order field of the RC file.

(8) Reject with decision code D8L any DD_, DF_, or DG_ input for a quantity greater than the DI/BØ file quantity.

(9) Reject with decision code DMJ any DD_, DF_, or DG_ input with edit code T in card column 72 for which the FSN and/or unit of issue on the RC file is the same as the input.

(10) Reject with decision code DJ6 any DD_, DF_, or DG_ input with edit code T in card column 72 for which the document number cannot be found on the RC file.

(11) Reject with decision code DHE any DD_ or DF_ input that would incur an obligation in excess of the remaining money-pot funds. (Edit code, card colm 72, blank or "G.")

(12) Reject with decision code D04 any DD_, DF_, or DG_ reversal ("X" in card colm 29); or not a reversal and contains other than blank, "R," or "G" edit code (card colm 72) for which the DMIDF segment by depot, condition code, and stratification segment cannot be found.

(13) Reject with decision code D08 any DD_ or DF_ reversal for which the input quantity is greater than the DMIDF due-in quantity field, or a DG_ reversal for which the input quantity is greater than the DMIDF back-order field.

(14) Reject with decision code D43 any DD_ or DF_ input to stratification segment D for a quantity greater than the 90-day net requirement. (Net requirement is the on-hand, plus due-ins, minus the 90-day level.)

(15) Process DD_, DF_, and DG_ input with edit code R as follows:

(a) Find the DI/BO file record by the input stock number and build a reversal action.

(b) Find the RC record by document number.

(c) Find the DMIDF by stratification segment (depot, condition code, and stratification code. If the action is not a reversal, build the segment.

(d) Process the reversal action built as indicated in (a) above, updating the DMIDF and money pot, if appropriate.

(e) Overlay the RC record and DI/BO record with the input data.

(f) Process the input action, updating the DMIDF and the money pot, if appropriate.

(g) If a DF_ input, prepare a corrected PMRD and one additional card with a "C" in card column 72 and the word "REMOVED" in card columns 74 through 80.

(16) Process DD_, DF_, or DG_ input with edit code K (card colm 72) by updating the DI/BO field of the RC file and DMIDF by the input quantity, and the quantity field on DI/BO. Prepare new PMRD and one additional card with "C" in card column 72 and the word "REMOVED" in card columns 74 through 80. Update the money pot, as appropriate, for DD_ or DF_ input.

(17) Process DD_, DF_, or DG_ input with blank or edit code G (card colm 72), as follows:

(a) Build an AØ_ or ZØ_ RC record, as appropriate. If edit code G, assign document number.

(b) Build a DI/BO record (use DIC of input).

(c) Find or build DMIDF stratification segment.

(d) If a DG_ input, add "1" to the number of demands and the input quantity to the quantity of demands field.

(e) Add the quantity to the due-in or back-order field of the DMIDF, as appropriate.

(f) Adjust the money pot if DD_ or DF_ input for stock-fund item.

(g) If DF_ input, prepare a PMRD.

(h) If DD_ or DF_ input, and edit code is "G," prepare a requisition card (DIC AØ_) with source of supply in card columns 4 through 6.

(18) Process DD_, DF_, and DG_ with edit code T (card colm 72), as follows:

(a) Find the RC record by the input document number.

(b) Find the DI/BO record by the RC Federal stock number.

(c) Build a reversal action for the DI/BO record, updating the quantity field by the input quantity.

(d) Process the reversal action by updating the DI/BO fields of the DMIDF record for the RC Federal stock number and adjust the money pot, if appropriate.

(e) If a DF_ input, prepare a PMRD for the reversed action with a "C" in card column 72 and the word "REMOVED" in card columns 74 through 80.

(f) Overlay the RC record with 8 through 72 of the input, and move the input quantity to the DI/BO fields.

(g) Build a new DI/BO record for the input Federal stock number.

(h) Blank DIC in DI/BO for "removed" record.

(i) Adjust the DMIDF for the new DI/BO action record by updating the DMIDF DI/BO fields and adjusting the money pot, if appropriate.

(j) Prepare a new PMRD for the new action record.

(19) For DD_, DF_, or DG_ input to adjust a record that is direct delivery, and the adjustment brings the DI/BO quantity to "0," (edit code K, card colm 72, for total quantity on DI/BO), process as follows:

(a) Blank the DIC in the DI/BO.

(b) Blank the suffix code ("D" in pos 7) in DI/BO.

(c) Blank the cross-reference document number and direct delivery indicator in the RC file.

(d) If DG_ input, build direct delivery shipment card (DA Form 2765), DIC ZS1, with word "REMOVED" in card columns 74 through 80.

c. Routines Z1_ and Z6_.

(1) Process due-in corrections (DIC Z1_) and back order corrections (DIC Z6_) by action decision code in card column 7 of input. The action decision codes are as follows:

<u>Action decision code</u>	<u>Explanation</u>
1	Update due-in/due-out quantity field of the DMIDF.
2	Update the DI/BO quantity field.
3	Update the quantity field in the RC file.
Blank	Update the DMIDF DI/BO fields, and the RC and DI/BO quantity fields.
4	Z1_ input only to adjust due-in from local purchase. Update DMIDF, RC, and DI/BO quantity fields.
M	Z1_ input only for total cancellation of a local procurement due-in. (Must be a reversal.) Update DMIDF, DI/BO, and RC quantity fields.

(2) Reject with decision code DJ6 any Z1_ or Z6 reversal ("X" in card colm 29), or no reversal and other than action decision code 2 (card colm 7) for which a DI/BO record cannot be found.

(3) Reject with decision code D8L, any Z1_ or Z6 reversal for a quantity greater than the DI/BO quantity. Reject with decision code DHL, any Z1_/Z6 reversal for a quantity greater than the RC due-in or back-order quantity.

(4) Reject with decision code DMG any Z1_ reversal, with edit code M, for an input quantity less than the DI/BO or RC quantity.

(5) Reject with decision code DHK, any Z1_ or Z6 reversal, or no reversal and other than "3" in card column 7, for which an RC record cannot be found.

(6) Reject with decision code D08, any Z1_ or Z6 reversal, or no reversal and other than action/decision code 1 in card column 7 for which a stratification segment by depot and condition code cannot be found.

(7) Reject with decision code DMY, any Z6_ input with action/decision code blank or "1" which would increase the back-order quantity of segment D above that of the 90-day level.

(8) Reject with decision code D08 any Z1_ or Z6 reversal for a quantity greater than the due-in and/or due-out field of the DMIDF segment.

(9) If input is Z1_ coded "direct delivery" and action decision code in card column 7 is "4," update the quantity fields of the RC and DI/BO files, and the due-in field of the DMIDF segment. Build and process a Z6 action record for the cross-reference document number in the DI/BO, using the input quantity as the action quantity.

(10) If input is Z1_ and action decision code is "M" in card column 7, delete the cross-referenced document number (B/O) from the RC and DI/BO. Delete the direct delivery indicator from the input document number and cross-referenced document number in the DI/BO and RC file. Delete the input Z1_ document number (due-in) as the cross-referenced document number to the back-order document in DI/BO and RC.

(11) Build a DMIDF record for the segment cited in the input if the action/decision code (card colm 7) is "1," "4," or blank, and a segment cannot be found.

(12) Build a DI/BO record if the input contains action decision code 2, 4, or blank, in card column 7, and a DI/BO record cannot be found.

(13) Build an RC record if the input contains action/decision code 3, 4, or blank in card column 7, and an RC record cannot be found.

d. Routines D8_, D9X, and DA_.

(1) Look for segment and condition on DMIDF for that reflected in card columns 70 and 71 of D8_/D9X input, or card columns 65 and 66 of the DA_ input. If not found, and input stratification segment code is "D," reject with decision code DKZ.

(2) If input stratification segment is not found and it is not "D," build a DMIDF segment and process as if segment were found.

(3) If input stratification segment was found (or built) and card column 64 of the DA_ input or card column 74 of the D8_/D9X input is blank, process as follows:

(a) Add the input quantity to the segment on-hand quantity.

(b) Build D8_ or D9X action record.

(c) Write the action.

(d) Update the DMIDF.

(e) Check for back orders.

(f) If back orders exist, access DI/BO and earmark all DG_'s that are not direct delivery with a "B" bit.

(4) If segment was found (or built) and card column 64 of DA_ input or card column 74 of the D8_/D9X input is not blank, process as follows:

(a) If "1" in card column 64 or 74, post input quantity to level revision field (substratification segment), positions 15 through 21 of the segment, then process as indicated in (3) above.

(b) If "2" in card column 64 or 74, post the input quantity to the turn-in field (pos 23-28 of the segment) then process as indicated in (3) above.

(c) If "3" in card column 64 or 74, post the input quantity to the canceled/deferred field (pos 29-34 of the segment), then process as indicated in (3) above.

(d) If "4" in card column 64 or 74, post the input quantity to the nonstocked field (pos 35-40 of the segment), then process as indicated in (3) above.

e. Routines D9_, D8X, and DA_.

(1) Find DMIDF segment and condition of input (card colm 70-71). If not found, reject with decision code D04.

(2) If segment and condition is found, input is DAD, and card columns 65 and 66 (segment and condition "to") is DA_, or this segment and condition is not found, or input quantity plus due-ins plus on hand is greater than the 90-day level, reject with decision code DKZ.

(3) If the segment on-hand quantity is less than the input quantity, or if card column 74 of input is "1," "2," "3," or "4," and the related subsegment quantity is less than the input quantity, reject with decision code D08.

(4) If input column 74 is "2," and the DIC is D9A, D9B, D9G, D9H, D8_ reversal, or DAD with 8, 9, M, or 3 as the "To" stratification code, reduce the segment "From" on hand and substratification quantity fields by the input

quantity. When item is stock fund, delete any corresponding Z3_'s from the DI/BO (by depot, stratification segment and condition code) equal to the input quantity.

(5) If DIC is DAD, "2" in card column 74, and "to" stratification segment is other than "3," "8," "9," or "M," and item is stock fund, reverse equal Z3_'s from DI/BO (as noncreditable) and prepare Z3_ with credit.

(6) Except as noted above, process D9_'s and D8X as follows:

(a) Subtract input quantity from the appropriate substratification segment.

(b) Subtract the input quantity from the input segment on-hand field.

(c) Build and unite the D9_ or D8X action.

f. Routine Z8_.

(1) Reject with decision code DHX any Z8_ input for stratification segment A when there is a segment I, 2, or D with levels, or when input is for segment 1 or 2, and a segment A exists with levels.

(2) Build a stratification segment for the segment, depot, and condition cited in the input when the segment cannot be found on the DMIDF, and otherwise not rejected.

(3) If the stockage list code (card colm 73) of the Z8_ input is not blank, update the DMIDF stockage list code (pos 22 of the segment) with the input stockage list code.

(4) If the control/freeze code of the Z8_ input (card colm 75) is "2" or "5," update the DMIDF control/freeze code (pos 97) with that of the input.

(5) When the Z8_ input is for segment 1 or 2 and a segment A exists without levels, remove the mission-essential or standby "B" bit from position 74 of the DMIDF.

g. Routine Z9_ processing.

(1) Reject with decision code D04 any Z9_ input for which the segment cited cannot be found.

(2) Reject with D08 any Z9_ input when the R0/total level or ROP/90-day decrease quantity in the input is greater than the respective level field in the DMIDF.

(3) Reject with decision code D8K any Z9 input for a stratification segment code other than "A," "D," "1," "2," or "K."

(4) Reject with decision code DGV any Z9 input for segment D with level change code 7 for which back orders exist in segment D.

(5) Reject with decision code DGV any Z9 input to segment D with a level change code other than "7" for which the Z9 decrease quantity is greater than the difference between the segment back orders and the 90-day level quantity.

(6) When a Z9 is for segment A and contains control freeze code D (card column 75) and the DMIDF control/freeze code (pos 97) is "2" or "5," delete the control/freeze code from the DMIDF.

(7) If a Z9 for segment D processes and assets are greater than the remaining 90-day level, process as follows:

(a) Compute excess (due-in and on hand) as on-hand plus due-in minus 90-day requirement.

(b) Prepare a manager notification card (GPCF), DIC ZNX, for any due-in that is excess to the remaining 90-day level. If level decrease code 1 or 2, flag position 22 of the DMIDF with a "1." If Z9 level decrease codes are other than "1," "2," or "7," flag position 22 of the DMIDF with "2" if level decrease code is a "1" and with a "3" if the level decrease code is a "2."

(8) If on-hand excesses and Z9 level change code is other than "1," "2," or "7," decrease the 90-day and total DMIDF levels by the Z9 90-day and total quantities. Move the excess on hand from segment D to segment R (deferred). Transfer the greater of the Z9 quantity of the total excess quantity. Transfer the excess quantity if it is greater than the Z9 90-day quantity.

(9) If level decrease code is "1" or "2" and retain excess code is "1," transfer the greater (Z9 or total excess) quantity to segment R, deferred field.

(10) If the level decrease code is "1" or "2" and the retain/excess code is "2," transfer the greater (Z9 90-day, or total excess) to segment 8, canceled field.

h. Routines Z2_ and A6_ (warehouse denials).

(1) Process Z2_ and A6_ input according to the following basic steps:

(a) Post the denial quantity to the canceled field of the RC file. Close the file if the canceled plus confirmed quantities equal the original quantity.

(b) Build a Z5X or A5X (reversal) issue transaction.

(c) Add the input quantity to the DMIDF on-hand quantity for the input segment.

(d) Prepare and process D9D actions for each segment on-hand quantity for the input condition, except for segments 3, 5, or H.

(e) Prepare a D8D transaction to segment 3 for the sum of the D9D quantities created in (d) above.

(2) Reject with decision code DHK any Z2_ or A6_ input for which an RC file record cannot be found.

(3) Reject with decision code D5B any Z2_ or A6_ input for which the RC record is coded "closed." (Requisition status code 6, H, I, K, L, or M (pos 81) of RC file.)

(4) Reject with decision code DY4 any Z2_ or A6_ input for which the input stratification segment code is other than "1," "2," or "D" and does not agree with the RC file.

(5) Reject with decision code D04 any Z2_ or A6_ input for which the DMIDF segment cited on the input cannot be found, unless the input segment is "1," "2," or "D" and a segment A exists with an R0. In this event, overlay the input segment with "A" and process.

(6) Reject with decision code DHL any Z2_ or A6_ input for a quantity greater than the issued field quantity of the RC file.

(7) If the input stratification segment is "1," "2," or "D" and does not agree with that of the RC, and the RC stratification code is A, overlay the input with "A" and process.

(8) If the input stratification segment is "1," "2," or "D" and the segment cannot be found on the DMIDF, but

a segment A with an R0 can be found, overlay the input with stratification code A and process.

(9) If the input is Z2_ and other than fund code GJ, assign requisition status code X to position 81 of the RC file.

(10) If the input is a Z2_ with fund code GJ, or an A6_ with fund code ZZ or ZY, prepare a report of customer excess materiel cancellation (DD Form 1348m-3), DIC FTC, with decision code DK5.

(11) If the input is an A6_ and the fund code is other than "ZZ" or "ZY," prepare a supply status card (DD Form 1348m), DIC AE1, with CB advice code.

(12) If the denial input is for segment D, add the input quantity to the total and 90-day level fields of the DMIDF.

(13) If the input denial is for stratification segment 5, drop the total on-hand quantity with a D9A and prepare a manager notification card (DIC ZNX) with decision code DY5 for the quantity dropped.

(14) If the D9_ action created to transfer stocks of the input condition to segment 3 are from segments 8, 9, or M, and the field (subsegment) is "2," delete matching or equivalent Z3_'s from the DI/B0 file.

i. Routines A5_-Z5_.

(1) Compare input document number with RC document number. Update the fields of the RC record by the input quantity, as follows:

(a) If the transaction is a reversal, subtract the quantity from the issued field and add to the canceled field of the RC file.

(b) If the transaction is not a reversal, and other than edit code K (card colm 72) add the quantity to the issued field and subtract from the canceled field of the RC file.

(c) If the transaction is not a reversal and has edit code K (card colm 72), add quantity to the original quantity and issued field of the RC and DI/B0 files.

(d) Reject with decision code D8J any of the transactions in (a) through (c) above that create a credit quantity in the RC file

(2) Compare the input with the DMIDF for depot (parent/satellite) stratification segment code and condition code. Reject with D04 decision code if DMIDF record is not found.

(3) Update the fields of the DMIDF by:

(a) Adding the quantity to the on-hand field if the input contains an "X" in card column 29.

(b) Subtracting the quantity from the on-hand field, if the output does not contain an "X" in card column 29. Reject with decision code D08 if this transaction would create a credit balance.

(c) If a Z5_, and the segment is "D," and no "X" in card column 29, subtract the input quantity from the 90-day and total level fields.

(d) If a Z5_ and the segment is "A," "1," "2," or "D," and the fund code is not "GJ," add the input quantity to the "quantity demands" and DMIDF.

(e) When processing a confirmation or issue of a back order, not direct delivery, the Z5_ must be preceded by a "DG" reversal, with a "K" in card column 72 (subtracts quantity from due-out field and adds to canceled field of the RC file). A Z5_ or Z5_ reversal cannot be made for a direct delivery action.

CHAPTER 11

CATALOG CHANGES FILES MAINTENANCE AND INQUIRIES

Section I. CATALOG CHANGES

11-1. General. a. This section prescribes procedures and directions to assure maximum uniformity in operations involving the updating and/or posting of miscellaneous data to various files.

b. Sources of data changes are:

(1) Catalog changes.

(2) Supply manuals.

(3) Supply status cards furnished by the supply source.

11-2. Input documentation. The input documentation for catalog change processing is the standard catalog data change cards (GPCF's), document identifier code (DIC) C-series, and tape from the AMC Catalog Data Office (AMCCDO); and storage item data change cards (DA Forms 2510).

11-3. Output documentation. The following output documents are applicable:

a. Direct delivery shipment card (changes) (DA Form 2765), DIC ZS1.

b. Item data research card (GPCF), DIC ZLD.

c. Manager notification card (GPCF), DIC ZNX.

d. Physical security identification card (GPCF), DIC Z96.

e. Pre-positioned materiel receipt document (DD Form 1486), DIC DW.

f. Receipt and change letters item record research card (GPCF), DIC Z97.

g. Standard data research card (GPCF), DIC ZLM.

- h. Stock change identification card (GPCF), DIC Z98.
- i. Stock location cards (AMCTAB Forms 5032), DIC ZN1.
- j. Unit-of-issue research card (GPCF), DIC Z99.
- k. Item data research listing.
- l. Standard data research listing.
- m. Depot property catalog change error listing.

11-4. Catalog changes broadcast. Standard catalog change broadcast will be processed against the depot master item data file (DMIDF) by the data processing activity at computer-equipped installations. Stock number, unit of issue, and financial accounting for inventory (FAFI) changes, etc. affecting the stock accounting activity will be processed as adjustment transactions. Discrepancies between the DMIDF and the input changes will emit as research actions for processing by the stock accounting activity. Decision codes in card column 4 through 6 will identify the type of discrepancy.

11-5. Exception type processing. The following guidelines are established to clarify ambiguous areas or conflicting instructions received from more than one supply source:

a. Dual cataloging by Army/Defense Supply Agency (DS) item managers and General Services Administration (GSA). When the item manager has designated GSA as the supply source and the catalog data published is not the same from both activities, the stock accounting activity records will reflect the GSA unit of issue and price. Other changes from the item manager will continue to be accepted and processed.

b. Published standard prices versus local procurement prices. In cases where a supply source indicates an item is normally obtained from local procurement (acquisition advice code K and L), the published standard price will be used only when a new record is established. Any subsequent catalog price change will not be processed against a stock accounting record that reflects a quantity on hand, due in, or back order. Prices for these items will be changed based upon the local procurement prices in order to effect sales at the procurement prices.

c. All substitute actions must be cross-referenced to each other. In those cases where only one-way referenced action is received, internal procedures will be established to

cross-reference the action both ways on the DMIDF. This action is required to preclude "buying" and "excessing" under one stock number when the assets and/or requirements are posted under a substitute stock number.

d. The materiel category code will be assigned, based upon the routing identifier code of the supply source. A cross-reference table reflecting materiel category codes and routing identifier code is reflected in appendix A.

e. Local catalog changes will be accomplished by preparing a standard catalog data change card with the appropriate type-of-change code. These actions are processed the same as if the action was received from AMCCDO.

11-6. Edit processing. The following actions are accomplished by the data processing activity during the edit process:

a. Data elements in the standard catalog data change actions will be validated by the data processing activity in accordance with instructions furnished in appendix B, AR 700-1.

b. Assign a catalog type-of-change code to identify the type of change to be accomplished, based upon the phrase code and/or item data segment DIC. Applicable phrase codes and item data segment DIC's are published in AR 700-1. Catalog type-of-change codes are identified in appendix A of this regulation and AMCR 18-0501-1-5.

c. Assign one of the following type-of-record codes, as applicable:

<u>Type-of-record code</u>	<u>Explanation</u>
1	Basic catalog data record with storage mission location/quality assurance segment.
4	Stock number change to record.
B	Basic catalog data record extended plus depot property accountable segments.
C	Basic catalog data record extended plus storage mission location/quality assurance segment and depot property accountable segment.
Blank	Leave blank when only the basic catalog data is established in the DMIDF.

11-7. Preliminary processing. a. Data processing activity will reprocess the validated catalog change actions approximately 12 to 15 days before the effective date of change.

(1) Assign a type-of-record indicator to each catalog change action, if not previously accomplished.

(2) When the following situations exist, prepare a standard data research card (DIC ZLM) and item data research card (DIC ZLD) with the appropriate decision code entered in card columns 4 through 6. (The ZLD research card will contain data from the DMIDF, and the ZLM research card will contain data from the catalog change action.)

<u>Decision code</u>	<u>Explanation</u>
CB1	When the unit of-issue ratio change cannot be determined.
CD8	When there is a relinquishment of managership by the losing manager of multimanagement condition and there is a type 4 record (indicating previous stock number change).
CE9	When the type-of-change code is other than 80 (stock number change) and there is more than one input for the same stock number.
CW7	Delete stock number action, and the routing identifier code (RIC) of the item manager on the input card does not agree with the DMIDF RIC of the supply source.

(3) Prepare a unit-of-issue research card (DIC Z99), with decision code C02, when there is a unit-of-issue change that affects a stock accounting record.

(4) Prepare a catalog change research listing for all standard data research cards (DIC ZLM) and item data research cards (DIC ZLD).

(5) Forward the standard data research cards, item data research cards, and listings to the research activity.

(6) Forward the unit-of-issue research card (DIC Z99) to the stock accounting activity.

b. Stock accounting activity will:

(1) Coordinate with the research activity to resolve discrepancies.

(2) Inquiry the DMIDF to determine if quantities can be adjusted by the unit-of-issue ratio change without any residue quantities.

(3) Inquiry the due-in/back-order (DI/BO) file and coordinate with the customer(s) to have back orders adjusted. Review due-ins to determine if quantities should be adjusted prior to effecting unit-of-issue changes.

c. Research activity will accomplish research and prepare necessary reentry cards, as appropriate.

11-8. Effective date processing. a. Data processing activity will:

(1) Process catalog changes on the effective date of the change notice against all files, including the following:

- (a) Depot master item data file (DMIDF).
- (b) Due-in/back order (DI/BO) file.
- (c) Requisition control (RC) file.
- (d) Open requisition history file.
- (e) Demand history file.
- (f) Pre-positioned materiel receipt document file.
- (g) Direct delivery card file.
- (h) Nonrecurring demand file.

(2) Prepare standard data research cards (DIC ZLM) and item data research cards (DIC ZLD) for validity errors or input that cannot be processed because of incompatibility with the DMIDF record.

(3) Prepare stock location cards (DIC ZN1) when there are five locations on record.

(4) Prepare stock change identification cards (DIC Z98) when the item has a location on the DMIDF and the type-of-change code is for stock number or unit-of-issue change.

(5) Prepare stock location research card (DIC Z97) and standard data research card (DIC ZLM), containing decision code CA3, when a stock number delete action attempts to proceed against an item with location(s) and/or any quantitative figures posted on the DMIDF.

(6) Prepare a physical security identification card (DIC Z96) when an item is upgraded, citing decision code CC1; when an item is downgraded, assign decision code CE9.

(7) When a stock number, unit price, or unit-of-issue type-of-change is processed and the item involved is coded "SSSC" on the DMIDF, prepare stock change identification card (DIC Z98). These cards will be identified as SSSC (self service supply center) items by control code 4 in card column 80.

(8) When a stock number change card is processed against the DMIDF and the item is coded SALTI (summary accounting for low-dollar turnover items), prepare a standard data research card (DIC ZLM) citing decision code C2F.

(9) Prepare a standard data research card (DIC ZLM) when processing a stock number change against an item that is frozen. Decision code C2V denotes the new stock number is frozen; decision code C2H denotes the old number was frozen.

(10) For type-of-change code 010 (new item locally established), prepare an item data research card (DIC ZLD), citing decision code CDS when the record contains a change to type of record.

(11) For type-of-change code 080 (stock number change), prepare ZLD and ZLM cards, citing decision code CW7, when the routing identifier code of the input is other than that reflected on the record for the old or new stock number.

(12) For type-of-change code 091, prepare substitute ZLD and ZLM cards citing decision code CA5 when the record contains change to type of record.

b. Research, stock accounting, and storage activities will receive the cards indicated in a above, and continue processing in accordance with paragraph 11-13.

11-9. Unit of issue changes. a. Data processing activity will:

(1) Prepare and process a due-in reversal card (DIC DF or DDS) citing the old unit of issue and quantity for each due-in record on the DI/B0 file.

(2) Prepare and process a corresponding due-in established card (DIC DF_ or DDS) citing the new unit of issue and adjusted quantity. In those cases where there is a residue quantity, the due-in quantity will be increased by one.

(3) Prepare a corresponding pre-positioned materiel receipt document (PMRD) delete card (DIC DW_) for each due-in reversal action. Enter the word "REMOVE" in card columns 75 through 80 to indicate delete action.

Note. The PMRD delete card for local procurement actions will be prepared by the procurement activity.

(4) Prepare a corresponding PMRD (DIC DW_) for the new unit of issue and quantity.

(5) Prepare and process a back-order transaction (reversal) card (DA Form 2765), DIC DGA, citing the old unit of issue and quantity for each back-order record on the DI/BO file.

(6) Prepare and process a corresponding DGA card citing the new unit of issue and quantity. In those cases where there is a residue quantity, the back-order quantity will be increased by one.

(7) Prepare and process a materiel adjustment (credit) card (DIC D9Z) for each positive on-hand quantity in each stratification segment. Cite the old unit of issue and quantity.

(8) Prepare a corresponding materiel adjustment (debit) card (DIC D8Z) citing the new unit of issue and quantity. Only complete whole numbers will be picked up in these transactions.

(9) Based on the ratio factor furnished, the DMIDF quantities reflected in the level retention/revision, deferred/turn-in, canceled, and nonstockage substratification area of the retention and/or excess segments will be changed to reflect the quantity under the new unit of issue. The residue quanti-

(11) For those items due in and back ordered, identified as direct delivery, prepare:

(a) Direct delivery shipment (reversal) card (DIC ZS1) with the old unit of issue and quantity and the word "REMOVE" in card columns 74 through 80.

(b) Direct delivery shipment card (DIC ZS1) reflecting the new unit of issue and adjusted quantity.

(12) Change the requisitioning objective (RO), reorder point (ROP) quantity, and/or level quantities to reflect the quantity under the new unit of issue. Any residue quantity will be lost during this processing.

(13) Change the quantitative field of the demand data history in accordance with the ratio factor furnished.

b. Research, stock accounting, and storage activities will receive the cards indicated in a above and continue processing as prescribed in paragraph 11-13.

11-10. Price, financial inventory accounting (FIA), and material category changes. Data processing activity will:

a. Prepare and process a due-in established (reversal) card (DIC DF_ or DDS) citing the old data for each due-in record on the DI/BO file.

b. Prepare and process a corresponding due-in established card (DIC DF_ or DDS) citing the changed data.

c. Prepare a corresponding PMRD delete action (DIC DU_) for each due-in reversal action. Enter the word "REMOVE" in card columns 75 through 80.

Note. The PMRD delete action for local procurement action (DIC DFS) will be prepared by the procurement activity.

d. Prepare a corresponding PMRD (DIC DW_) citing the new data.

e. Prepare and process a back-order transaction (reversal) card (DIC DGA), citing the old data for each back-order record on the DI/BO file.

f. Prepare and process a corresponding back-order transaction card (DIC DGA), citing the new data.

g. Prepare and process a materiel adjustment (credit) card (DIC D9_) with the old data for each positive total on-hand quantity within each stratification segment. The following DIC's apply:

- (1) Materiel category change (DIC D9E).
- (2) Appropriation and budget change (DIC D9F).
- (3) Price change (DIC D9Z).

h. Prepare and process a corresponding materiel adjustment (debit) card (DIC D8_) with the new data. The following DIC's apply:

- (1) Materiel category change (DIC D8E).
- (2) Appropriation and budget change (DIC D8F).
- (3) Price change (DIC D8Z).

11-11. Stock number changes. Data systems activity will:

a. For the change from stock number, prepare and process a due-in reversal card (DIC DF_ or DDS) for each due-in record on the DI/BO file.

b. For the change to stock number, prepare a corresponding due-in (DIC DF_ or DDS).

c. Prepare a corresponding PMRD delete card (DIC DU_) for each due-in reversal action. Enter the word "REMOVE" in card columns 75 through 80. (The PMRD delete actions for local procurement (DIC DDS) will be prepared by the procurement activity.)

d. For the change to stock number, prepare a corresponding PMRD (DIC DW_).

e. For the change from stock number, prepare and process a back-order transaction (reversal) card (DIC DGA) for each back-order record on the DI/BO file.

f. For the change to stock number, prepare and process a corresponding back-order transaction card (DIC DGA).

g. For those items due in and on back order identified as direct delivery, prepare:

(1) Direct delivery shipment (reversal) card (DIC ZS1) for the change from stock number, with the word "REMOVE" in card columns 75 through 80.

(2) Direct delivery shipment card (DIC ZS1) for the change to stock number.

h. For the change to stock number, prepare a materiel adjustment (credit) card (DIC D9Z), with edit code A, for each positive total on-hand quantity within each stratification segment.

i. For the change from stock number, prepare a corresponding materiel adjustment (debit) card (DIC D8Z), with edit code A.

j. Delete the substratification quantities, level retention, level revision, deferred, turn-in, canceled, and nonstockage within the retention and excess segments from the change from stock number DMIDF record, and add to the corresponding change to stock number DMIDF record. Detail transactions are not required for these transfers.

k. Whenever a turn-in quantity is involved, change the turn-in card (DIC Z3_) on the DI/BO file to reflect the change to stock number.

l. Delete the RO, ROP quantity, and/or level quantities from the change from stock number and add to the change to stock number.

m. Delete the data on the change from stock number demand data history record and add to the change to stock number demand data history record.

n. Delete bit indicators, item grouping, operating level factor (OLF), control freeze, stockage list codes, etc. from the change from stock number record and add to the change to stock number record, provided the latter does not have a code.

11-12. Combining recurring demand segments and nonrecurring/nonstocked segments. a. Data processing activity will:

(1) Combine recurring level, due-in, back-order, and/or on-hand quantities with nonrecurring demand segments 1, 2, and D, based upon the following logic when a stock number change involves both a recurring and nonrecurring demand segment.

(a) Exclude coded SALT (summary accounting for low-dollar turnover items) or SSSC (self-service supply centers) from this automatic processing.

(b) For mission-essential and/or standby items (segments 1 and 2) with level quantities posted in the DMIDF:

1. Prepare and process a level adjustment (credit) card (DIC Z9A) to delete the level.

2. Post the mission-essential/standby indicator (position 74) on the DMIDF.

(c) When there is an "Other" segment (segment D) with either or both a 90-day and/or total level:

1. Prepare and process a separate program planning card (DA Form 2765), DIC ZPM, for the parent and satellite installations, as appropriate. The level quantities reflected on the DMIDF will be used.

2. Individually, by parent and satellite installations, take the following actions:

a. When the RO is greater than the 90-day level quantity, prepare and process a level adjustment (credit) card (DD Form 1487), DIC Z9A, to delete the 90-day and/or total level from segment D.

b. If the parent or satellite installation has a segment D and the other installation has a segment A with an RO:

(1) Prepare and process a Z9A card to delete the 90-day level and/or total level from segment D.

(2) Prepare and process a corresponding level adjustment (debit) card (DD Form 1487), DIC Z8A, for segment A at the same installation. The RO quantity would be the same as the deleted 90-day level, and the ROP quantity would be one-half of the 90-day level (based on the average 30-day order ship time (OST) and the 15-day safety level).

c. When the 90-day level quantity is greater than the RO at the same installation:

(1) Subtract the RO from the 90-day level to determine the amount of increase required to the RO.

(2) Determine the percentage increase to the R0, and apply the same percentage factor to the ROP quantity to determine the amount of increase required to the ROP quantity.

(3) Prepare and process a Z8A card to increase the R0 and the ROP quantities.

(4) Prepare and process a Z9A card to delete the 90-day and total levels.

d. When the R0 has been increased:

(1) Code the DMIDF with control/freeze code 5.

(2) Delete the OLF, if present.

(3) Change the stockage list code to "Z" in segment A.

e. When there is a DI/B0 quantity(ies) posted in segment 1, 2, or D:

(1) Total the open DI/B0 quantities on the RC file and DI/B0 file by parent and satellite installations and by segments 1, 2, and D.

(2) When the open quantities are not in agreement in all files, prepare a manager notification card (DIC ZNX) with the following decision codes, as applicable, and forward the cards to the stock accounting activity:

<u>Decision code</u>	<u>Explanation</u>
D5L	Back-order quantity in DI/B0 file and DMIDF do not agree.
D5M	Due-in quantity in DI/B0 file and DMIDF do not agree.
DJD	Total due-in quantity on RC file and DMIDF do not agree.
D5N	Back-order quantity in RC file and DMIDF do not agree.

(3) When the open quantities are in agreement:

(a) Prepare and process a DI/B0 reversal action each open record on the DI/B0 file identified to segments 2, and D that have been consolidated with segment A.

to reinstate the actions for segment A.

b. Stock accounting activity will receive the cards from a above and continue processing as prescribed in paragraph 11-13.

11-13. Distribution of output cards and listing. a. Data processing activity will:

(1) Forward the following cards to the storage activity:

(a) Stock location cards (DIC ZN1).

(b) Stock change identification cards (DIC Z98) for stock number changes and unit-of-issue changes.

(c) Stock location research cards (DIC Z97), citing decision code CA3, for delete actions with warehouse locations or balances on hand.

(d) Physical security identification card (DIC Z96).

(e) Direct delivery card (DIC ZS1).

(f) PMRD (DIC DW_).

(2) Forward the following cards and listings to the stock accounting activity:

(a) SSSC research cards (DIC Z98) citing control code 4.

(b) Standard data research cards (DIC ZLM).

(c) Item data research cards (DIC ZLD).

(d) Manager notification card (DIC ZNX).

b. Stock accounting activity will:

(1) Select the Z98 cards, citing control 4, and adjust records as prescribed in chapter 15, AR 711-16.

(2) Select ZLM card, citing decision code C2F, which identifies SALTII item stock number changes, and process as follows:

(a) Determine if the items will remain SALTII.

(b) Prepare summary accounting transfer record card (DIC ZS8 or ZS9) to add and/or delete items from the SALTII shopping list. Additional instructions for adding or deleting items from SALTII are outlined in chapter 7.

11-14. Substitute stock numbers. a. Stock accounting activity will prepare a standard catalog data change card (DIC C95) with type-of-change code 091 to add or delete a substitute cross-reference type 5 record. Enter an "S" in card column 67 to delete a substitute cross reference. Forward card to the data processing activity for processing.

b. Data processing activity will:

(1) Receive the standard catalog data change card (DIC C95).

(2) Receive catalog change cards from AMCCDO as prescribed in AR 700-1.

(a) Select cards with DIC CJ0 or CH0 and containing phrase code F, H, J, L, or Z.

(3) Assign type-of-change code 091.

(4) Reproduce each substitute cross-reference action and switch stock numbers in positions 8 through 22 and 48 through 62 with each other.

(5) Assign phrase codes in accordance with the following table:

<u>When input phrase code is</u>	<u>Code original action</u>	<u>Code switched stock number action</u>
F	H	H
H	H	*Z
J	J	J
L	H	*Z
Z	Z	*Z

* Inasmuch as phrase code Z is assigned, based on reversing the stock numbers, this code should not overlay any existing "H" or "J" code in the file. Substitute cross-reference ,

will not be posted to the DMIDF unless one or both stock numbers has a quantity in some segment. The appropriate substitute cross-reference will be deleted (both ways) if the input card has an "S" type-of-change code modifier in card column 67.

11-15. Local catalog change actions. Stock accounting activity will:

a. Prepare a standard catalog change card to accomplish catalog changes as follows:

(1) Enter mandatory entries and only the data element(s) to be changed.

(2) Mandatory entries are as follows:

(a) Appropriate DIC C-series, for type of change to be accomplished as identified in appendix A-10, AR 700-1.

(b) RIC of requisitioning source.

(c) Unit of issue.

(d) Type-of-change code.

(e) Stock number.

(f) For type-of-change code 080 or 091, related stock number and the appropriate phrase code.

(g) For type-of-change codes 014, 015, 016, and 018, the old unit of issue, unit of issue decimal, and the unit of issue multiplier. When there is a corresponding price change, enter the price.

(h) To effect a price change, including local procurement and GSA items, enter the price and leave the type-of-change code modifier position blank.

(i) Enter one of the following type-of-change code modifiers, if appropriate, or leave blank:

Type-of-
change code
modifier

Explanation

P	No price change. (This code is generated by the preliminary processing (see para 11-7) and precludes price changes.)
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<u>Type-of- change code modifier</u>	<u>Explanation</u>
Q	No quantity change. (Used with unit-of-issue type-of-change code 018 when there are no positive quantities reflected in any accountable segment.)
S	Delete substitute cross-reference (type-of-change code 091).
X	No price and no quantity change. (Used with unit-of-issue type-of-change code 018 when there are no positive quantities reflected in any accountable segment.)

b. Forward the standard catalog change cards to the data processing activity for processing in accordance with "effective date processing" as outlined in paragraph 11-8.

Section II. FILES MAINTENANCE

11-16. General. a. This section covers procedures for adding, changing, and deleting data elements, stratification segments, and/or the catalog portion of the DMIDF record that is unique to the stock accounting activity.

b. The DMIDF is basically a combination of the stock accounting item balance record and data required by other activities on the installation. Each stock number record in DMIDF consists of a varying number of separate segments or parts. The following segments are applicable:

(1) Catalog data record is the basic part of the DMIDF and provides the catalog data elements common to many users of the file.

(2) Packaging data segment (used by the mission activity).

(3) Storage mission location/quality assurance segment (used by the mission activity).

(4) Stock accounting availability segment.

Substitute segment.

c. When appropriate, the operating programs will extend a catalog record from 91 positions to 118 positions and create the appropriate accountable segment in order to continue processing. In addition, the unit of issue (field service) in positions 23 and 24 will be entered in the stock accounting unit-of-issue positions 92 and 93.

d. When a new catalog record must be established in order to process a stock accounting transaction, the data processing activity will provide a research card using the original DIC with decision code D01.

e. When a new stratification segment is established, the initial date of last activity will consist of the current Julian year and the first two digits of the Julian date. The last digit will be left blank as an indication of initial establishment.

11-17. Documentation. a. Add-a-record card (GPCF), DIC ZNV, with type-of-change code 009.

b. Miscellaneous change card (DMIDF) (GPCF), DIC ZNM.

c. There are no output documents, with the exception of reject cards.

11-18. Establishing DMIDF records. a. Establishing new DMIDF records.

(1) Data processing activity will:

(a) Prepare research cards with decision code D01 from various routines, i.e., issue, receipts, etc., whenever there is no DMIDF record.

(b) Forward the cards with decision code D01 to the stock accounting activity.

(2) Stock accounting activity will:

(a) Research the action and determine if a DMIDF record should be established for the stock number.

(b) When a record will be established, determine applicable catalog data by researching supply manuals and/or forwarding an inquiry to AMCCDO as prescribed in appendix C, AR 700-1.

(c) When the reply is received from AMCCDO, or the data is available, prepare an add-a-record card (DIC ZNV), type-of-change code 009, to add catalog data to the DMIDF file.

(d) When appropriate, prepare a miscellaneous change card (DMIDF), DIC ZNM, to add data elements unique to the stock accounting activity. (Appropriate data elements and method of effecting changes are explained in para 11-20.)

(e) When substitute cross-reference data are desired, prepare a standard catalog data change card (DIC C95), with type-of-change code 091, as prescribed in paragraph 11-14.

(f) Forward the cards to the data processing activity for processing.

(3) Data processing activity will:

(a) Receive the add-a-record card (DIC ZNV).

(b) Validate for the following mandatory entries:

1. DIC--constant ZNV.

2. Stock number.

3. Unit of issue.

4. Appropriation and budget code.

5. Type-of-change code 009.

6. Routing identifier code of supply source, in addition, must be convertible to a valid materiel category code in accordance with table reflected in appendix A.

7. Acquisition advice code.

8. Type-of-segment code.

9. Unit price.

10. Stock number code.

(c) Create a catalog data record of 118 positions and an accountable segment.

(d) Enter the following codes, if the input card does not reflect an appropriate code:

<u>Field</u>	<u>Assigned code</u>
Reportable item code	Ø
Recovery expendability code	X

<u>Field</u>	<u>Assigned code</u>
Special control item code	Ø
Physical security classification code	U
Shelf-life code	Ø
Stratification segment	A
Condition code	A

b. Completing skeleton records.

will: (1) Storage activity during the receipt processing

(a) Receive materiel not due-in.

(b) Coordinate with the stock accounting activity to determine if and how materiel will be picked up on the accountable record.

(c) When an immediate determination cannot be made and materiel must be placed in location to clear the receiving area, a skeleton record on the DMIDF will be established through the storage activity remote inquiry processing.

(d) Forward all documents to the stock accounting activity.

(2) Data processing activity will:

(a) Process the storage activity remote inquiry processing and establish a skeleton record on the DMIDF.

(b) The skeleton record will reflect only the stock number, RIC, materiel category code, unit of issue, and warehouse location.

(c) Prepare a notification of skeleton record establishment card (DIC LN6), decision code L6E.

(d) Forward applicable cards to the stock accounting activity.

(3) Stock accounting activity will:

(a) Match the receiving documents from the storage activity, and the notification of skeleton record establishment card (DIC LN6).

(b) Conduct necessary research and if a complete DMIDF record will be established, prepare the necessary card and process as prescribed in a(2) above.

11-19. Deleting DMIDF records/segments. a. Stock account activity will:

(1) Determine if a catalog data for non-Federal stock number (records which are less than 1 year old) should be deleted from the DMIDF.

(2) For items to be deleted, prepare a standard data catalog change card (DIC C37), with type-of-change code 00 as appropriate.

(3) Prepare a standard data catalog change card (DIC C95) with type-of-change code 091 and "11" punch in card column 50, as prescribed in paragraph 11-14, to delete all stock numbers and substitute cross-reference on the item.

(4) Forward the standard data change card (DIC C37 and C95) to the data processing activity.

b. Data processing activity will:

(1) Monthly, review all DMIDF stratification segments to determine if the segments and catalog data record will be deleted under the following criteria:

(a) For stock number code 1 items (Federal stock number), delete all segments that have no quantities posted and the date of last activity is at least 90 days old.

(b) For other than stock number code 1 items, delete all segments (other than "A" or "D") that have no quantities posted and the date of last activity is at least 90-days old. For segment A or D, delete the segment if no quantities are posted and the last date of activity is at least 1-year old.

(c) If all segments are deleted and the stock number code is a "1," change the type-of-record indicator from "B" or "C" to a "1" or blank, as appropriate, and delete positions 92 through 118 of the catalog record.

(d) If all segments are deleted and the type-of-record code is "B" with other than stock number code 1, delete the complete catalog data record.

(e) When all segments are deleted, or for stock number code 1 items that are older than 90-days but which will be retained for 1 year without any quantities posted, delete the substitute cross-reference records (type 5) from both the item being reviewed and the substitute stock number record.

(f) Retain the demand history and nonrecurring demand records for 1 year without any activity before being deleted.

(2) Process the standard catalog change card (DIC C37) as prescribed in (1)(d) through (f) above.

11-20. DMIDF miscellaneous changes. a. Stock accounting activity will:

(1) When it is determined that any of the following data elements require change on the DMIDF, process as outlined below:

<u>Data element</u>	<u>Change code</u>	<u>Card column</u>
Can't-buy-indicator	L	Not applicable
Returnable container indicator	A	Not applicable
Freeze item indicator	C	Not applicable
Stockage list code	F	47
Control/freeze code	G	48
Order ship time code	E	43
Capital equipment indicator	B	Not applicable
Acquisition advice code	I	50
Automatic return	R	Not applicable
Production equipment indicator	P	Not applicable
Mission-essential/standby indicator	J	Not applicable
Nonrecurring demand indicator	K	Not applicable

(2) Prepare a separate miscellaneous change card (DIC ZNM) for each data element to be changed.

(a) Bit indicators will be added or deleted from the file by entering a "1" (add) or "2" (delete) code, in card column 28. Enter the applicable related change code in card column 70.

(b) When a data element code is to be added or is to replace an existing code in the file, enter the appropriate code in the specific card column identified above and the related change code in card column 70.

(c) When a data element code is to be deleted from the file, leave the specific card column blank and enter the related change code in card column 70.

(d) When a stockage code is added, changed, or deleted (related change code F) the type-of-segment code, stratification code, and condition code must be entered in card columns 44 through 46.

(3) Forward the miscellaneous change card (DIC ZNM) to the data processing activity.

b. Data processing activity will receive the miscellaneous change card (DIC ZNM) and the SALTI transfer cards (DIC ZS8) as outlined in chapter 7.

(1) Reject the input with the appropriate decision codes when the following situations exist:

<u>Decision code</u>	<u>Explanation</u>
MØ1	No catalog record for the stock number in the file.
M8Ø	No related change code in card column 70.

(2) If the action is not rejected, update the DMIDF as identified on the input card. The SALTI transfer card (DIC ZS8) will be used to add the do not convert to SALTI indicator on the demand/receipt history file.

(3) Forward the reject cards to the stock accounting activity.

c. Stock accounting activity will research the reject actions, accomplish necessary corrections, and resubmit the correct actions, if appropriate.

Section III. INQUIRIES

11-21. General. a. Inquiries to the DMIDF, DI/BO file, and RC file will be accomplished by using the remote inquiry station or by means of an inquiry card submitted to the data processing activity.

b. Types of inquiries:

(1) Teleprocessing (remote) inquiries:

(a) DMIDF (specific elements).

(b) Requisition control file.

(c) DI/BO file.

(2) Card (mass) inquiries:

(a) DMIDF.

(b) Requisition control file.

(c) DI/BO file.

(d) Requisition history file.

(e) Demand history file.

(f) Nonrecurring demand history file.

11-22. Input actions. a. Remote inquiry to DI/BO file (code 170 in positions 1-3).

b. Remote inquiry to RC file (code 190 in positions 1-3).

c. Remote inquiry to DMIDF (code 160 in positions 1-3).

d. DI/BO and RC mass inquiry card ("12" punch in card column 70).

e. Mass DMIDF inquiry control card (DIC ZCH).

f. DMIDF mass inquiry card (DIC ZCG).

g. Demand data history inquiry card (DIC ZTJ).

h. Nonrecurring demand inquiry card (DIC ZUA).

i. Requisition history inquiry (mass) card (DIC ZSS).

- 11-23. Output documents. a. DI/BO remote inquiry reply.
- b. RC remote inquiry reply.
 - c. DMIDF remote inquiry reply.
 - d. DI/BO mass inquiry listing.
 - e. DMIDF mass inquiry listing.
 - f. RC file mass inquiry listing.
 - g. Demand/receipt history inquiry listing.
 - h. Requisition history inquiry listing.
 - i. Nonrecurring demand inquiry listing.

11-24. DMIDF remote inquiry. a. DMIDF inquiries will be accomplished through key-in of the following data on line 1:

- (1) Code 160 (1-3).
- (2) Stock number (15 positions) (4-18).
- (3) Type-of-segment code--3 for parent, 4 for satellite (19).
- (4) Stratification segment code (20).
- (5) Condition code (21).

b. The following messages will be printed when the record is not found:

(1) "No segment in file" will appear on line 3 when the segment is not found. The catalog data elements will appear on line 2 and any satellite/parent segment indicators plus any additional stratification segment indicators will be shown.

(2) "Invalid inquiry" will appear when the type-of-record code is not a "3" or "4" or the stratification or condition code is blank.

(3) "Stock number not found" will appear if the stock number is not in the DMIDF.

(4) When there is a change to record, the legend "change to" (followed by the stock number) will appear followed by the data for the change to stock number.

c. When the record is found, the following data will be printed:

(1) Line 2.

<u>Positions</u>	<u>Explanation</u>
1-2	Unit of issue (stock accounting).
3	Item grouping.
4	Commodity manager (first position FIA).
5	Appropriation and budget code (second position FIA).
6	Management inventory segment (third position FIA).
7-9	Routing identifier code (supply source).
10	Recovery/expendability code.
11	Special control item code.
12	Physical security code.
13	Acquisition advice code.
14	Shelf-life code.
15	Materiel category code.
16-24	Standard price.
25	Blank.
26	Automatic return indicator.
27	Production equipment indicator.
28	Mission-essential indicator.
29	Returnable container indicator.
30	Capital equipment indicator.
31	Can't-buy-indicator.
32	Freeze item indicator.

<u>Positions</u>	<u>Explanation</u>
33	Blank.
34	Operating level factor.
35	Control/freeze code.
36	Order ship time code.
37	Blank.
38-44	Quantity on hand.
45-51	R0/90-day DML/level retention--revision.
52	Stockage list code.
53-58	Due-in/deferred/turn-in.
59-64	Due-out/canceled.
65-70	Reorder point/total DML/nonstock.

(2) Line 3.

<u>Positions</u>	<u>Explanation</u>
1-9	Warehouse location.
10	Blank.
11-14	Date of last activity.
15	Blank.
16-20	Stratification segment code. (Indicates other segments are on the DMIDF.)
21	Blank.
22	Satellite installation code. (Indicates parent/satellite segments are on the DMIDF.)
	First substitute stock number.
	Phrase code for first substitute.
	Second substitute stock number.

<u>Positions</u>	<u>Explanation</u>
54	Phrase code for second substitute.
55-69	Third substitute stock number.
70	Phrase code for third substitute.

11-25. DI/BO remote inquiry. a. DI/BO inquiries will be accomplished through key-in of the following data on line 1:

(1) Code 170 (1-3).

(2) Stock number (15 position) (4-18).

(3) Inquiry code (one position) (19) as follows:

(a) Code 1 for all due-ins and back orders up to six lines. (Over six lines, the computer will print the following message "RECORD TOO LARGE.")

(b) Code 2 for the due-in action related to the document number specified.

(c) Code 3 for the back order action related to the document number specified.

(d) Code 4 for all due-ins related to the stock number specified.

(e) Code 5 for all back orders related to the stock number specified.

(f) Code 6 for all turn-ins related to the stock number specified.

(g) Code 7 for all due-ins, back orders, and turn-ins related to the stock number specified.

(4) Document number, 14 positions (20-33) for type-of-inquiries 2 and 3 only.

b. Data processing activity will:

(1) Print the following messages when the situation outlined below exists:

(a) Message "STOCK NO NOT FOUND" when the stock number is not found in the file.

(b) Message "RECORD TOO LARGE--MAKE MASS INQUIRY" when there are more than 6 records to be typed out.

(c) Message "NO SEGMENT FOUND" when there are no due-ins, back orders, or turn-in record as was requested.

(d) Message "INVALID INQUIRY" when the inquiry code is incorrect.

(e) Message "DOCUMENT NO NOT FOUND" when the specified document number is not in the file.

c. When the record is found, the following data will be printed on individual lines up to a total of six lines:

<u>Positions</u>	<u>Explanation</u>
1-2	Unit of issue.
3	Materiel category code.
4	Blank.
5-7	DIC as appears in the record (DF_, DD_, DG_, or Z3_).
8-10	RIC as reflected in the record. The supply source RIC applies to due-ins from Government sources; the local depot code for other actions.
11	Direct delivery codes for due-in record. Recovery/expendability code for back order records, and "C," "P," "S," "R," or blank for turn-in records.
12-16	Quantity from record.
17-30	Document number.
31	Suffix/demand code. (For turn-in documents from the maintenance activity-- "1" is a turn-in which resulted from ICP cancellation; "2" is a turn-in which resulted from a local revision to the usage factor.)
32-37	Supplementary address for due-in actions; PCN or cost codes for other actions.
38	Signal code.

<u>Positions</u>	<u>Explanation</u>
39-40	Fund code.
41	Blank.
42-43	Priority code.
44-46	Required delivery date for due-in actions.
45-46	Property book code for back orders and turn-in actions, if appropriate.
47	Maintenance consumption code for maintenance activity back-order actions. Blank for other back orders and turn-in documents.
47-48	Advice code.
49	Stratification code.
50	Condition code.
51-54	Date established.
55-58	Estimated delivery date (not applicable to turn-in documents).
59	Blank.
60	Special reports code. ("1" if SEA; not applicable to due-in actions.)
61	Satellite identification code. (Not applicable to due-in actions.)
62	Edit code.
63-64	Last status code (applicable to due-in actions only).
65-67	Date of last followup or status (applicable to due-in actions only).
68-76	Unit price. For turn-in actions, this could be the acquisition or the exchange allowed price.

11-26. Requisition control (RC) remote inquiry. a. RC inquiries will be accomplished through key-in of the following data:

- (1) Code 190 (1-3).
- (2) Document number (4-17).
- (3) Inquiry code (18-19) (must be AØ_, ZØ_, or FT_).

b. The following message is printed when one of the following situations exist:

(1) Message "NO RECORD OF THIS DOCUMENT NUMBER" if the record is not in file.

(2) Message "INVALID INQUIRY CODE" if appropriate.

(3) Message "NO RECORD OF THIS DOCUMENT NUMBER FOR SPECIFIC INQUIRY CODE" if appropriate.

c. When the record is found, the following data will be printed:

- (1) Line 2.

<u>Positions</u>	<u>Explanation</u>
1-3	Routing identifier code.
4	Media status code (AØ_-FTE) recovery/expendability code (ZØ_).
5	Blank.
6-20	Stock number.
21-22	Unit of issue.
23-27	Quantity.
28	Demand/suffix code.
29	Materiel category code (FTE).
30-35	Supplementary address (AØ_). PCN or cost code (ZØ_). ACMA address (FTE).
36	Signal code.
37-38	Fund code.
39-41	Distribution code (AØ_). Delivery point code (ZØ_).

42-43 Property book code (Z0_).
 44 Depot maintenance consumption code (Z0_).
 45-47 Project code (A0_-Z0_).
 48-49 Materiel return code (FTE).
 50-51 Priority code (A0_-Z0_).
 52-54 Estimated delivery date (A0_).
 55-57 Advice code (FTE).
 56-57 Advice code (A0_-Z0_).
 58 Blank.
 59 Special report code.
 60 Satellite code.
 61 Stratification code.
 62 Condition code.
 63 Edit/managerial code (A0_-Z0_).
 64-66 Date of last status (A0_).
 64-66 Date demand posted to demand history
 (2-digit month, 1-digit year) (Z0_).
 67-68 Last advice code (A0_).
 67 Second position of status code for can-
 celed actions only.
 68 Last suffix assigned for Z0_ actions only.

(2) Line 3.

<u>Positions</u>	<u>Explanation</u>
1-3	Date of last receipt/issue (A0_-Z0_). (<u>Note.</u> Year is not indicated.)
4-12	Extended price (FTE).

<u>Positions</u>	<u>Explanation</u>
4-17	Direct delivery cross-reference document number (AØ_-ZØ_).
13-19	Unit price (FTE).
18	Demand code for cross-reference document number (AØ_).
18	Suffix code for cross-reference document number (ZØ_).
19	Blank.
20	Requisition status code.
21-23	Date established.
24	(*) indicates customer's cancellation requested (AØ_).
25-33	Blank.
34-38	Due-in/back order quantity (AØ_-ZØ_).
39-43	Total quantity received (AØ_).
39-43	Total quantity processed (FTE).
44-48	Blank.
49-53	Total quantity confirmed.
54-56	Date of last shipment (AØ_).
57	Mode of last shipment (AØ_).
58	Blank.
59-63	Total quantity canceled.
64-66	Excess advice code (FTE).
64-66	Decision code for open quantity (AØ_-ZØ_).

Mass inquiry processing. a. DI/BO inquiries
 .shed by preparing a DI/BO mass inquiry card
 .ate stock number reflected as a due-in, back

order, or turn-in on the DI/B0 file. Enter a "12" punch in card column 70 as a card indicator and one of the following inquiry codes in card column 32:

(1) Code 1 for all due-in and back order records for a specific stock number.

(2) Code 2 for the due-in record for the specific stock number and document number.

(3) Code 3 for the back order record for the specific stock number and document number.

(4) Code 4 for all due-in records for the specific stock number.

(5) Code 5 for all back order records for the specific stock number.

(6) Code 6 for all turn-in records for the specific stock number.

(7) Code 7 for all data (due-in, back order, and turn-ins) related to the specific stock number.

b. The cards will be forwarded to the data processing activity for processing and for preparing a DI/B0 mass inquiry listing in stock number sequence within requester code by type-of-inquiry codes, in the format prescribed in appendix C.

c. For inquiries that cannot be processed, the listing will reflect one of the following messages as applicable:

(1) "NO RECORD" when there are no records in the file.

(2) "NO EQUAL SEGMENT" when the specific record requested is not in the file.

(3) "INVALID REQUESTER CODE" when the requester code is blank or has an error.

(4) "INVALID INPUT" for other type-of-input errors.

11-28. DMIDF mass inquiry processing. a. DMIDF inquiries will be accomplished by preparing a DMIDF mass inquiry card (DIC ZCG) for each stock number to be inquired. Enter one of the following type-of-inquiry codes in card column 30:

<u>Code</u>	<u>Explanation</u>
1	Specified balance from a specified stock number.
2	All balances on specified stock number.
3	All balances on specified stock numbers and all balances on substitute stock numbers.

Note. A type 2 inquiry can be accomplished by using cards in any format (as an example, stockage list cards) by preparing a separate mass DMIDF inquiry control card (DIC ZCH) for each deck and placing the control card in front of the deck.

b. The cards will be forwarded to the data processing activity for processing and preparing a DMIDF mass inquiry listing in stock number sequence within requester code by type-of-inquiry codes in the format prescribed in appendix C.

Note. For type 3 inquiry, a legend "FOLLOWING ARE SUBSTITUTES" will appear if there are any substitutes, or "NO SUBSTITUTES" will be printed, as appropriate. When there are substitutes, the catalog data and all managerial segments for the substitute stock numbers will be printed. In addition, the appropriate phrase code indicating type of substitute will be shown. When all substitute data has been shown, the legend "END OF SUBSTITUTES" will be printed.

c. The following messages will be printed when the stock number or segment is not found or is deleted:

(1) "STOCK NO NOT IN FILE" will appear when there is no catalog data on the DMIDF that matches the input stock number.

(2) "NO AVAL SEG ON RECORD" will appear when there is no segment or when the specific segment requested in a type 1 inquiry is not on the DMIDF file.

(3) "CHANGE TO" plus the data on the new stock number will be printed when there is a type 4 (change to) record on the file.

(4) "AVAIL BAL NOT ON RECORD" will be printed for type 2 inquiry when no availability balance records are found.

11-29. Requisition control (RC) mass inquiry. a. RC inquiries will be accomplished by preparing an RC mass inquiry card for each document number to be inquired. Enter code 9 in card column 32 and a "12" punch in card column 70.

b. Forward cards to the data processing activity for preparing the RC file inquiry listing in document number sequence within requester code in the format prescribed in appendix C.

c. For inquiries that cannot be processed, print one of the following messages, as applicable:

(1) "NO RECORD" when the record is not in the file.

(2) "INVALID REQUESTER CODE" when the requester code is blank or has an error.

(3) "INVALID INPUT" for other type of input errors.

11-30. Demand/receipt history inquiries. a. When required, prepare a demand data history inquiry card (GPCF), DIC ZTJ.

b. Forward card(s) to the data processing activity for accomplishing the following actions:

(1) Reject input with decision code DHN if invalid DIC.

(2) Reject with decision code D5P if there is no corresponding record on the file.

(3) For items not rejected, prepare a demand data history inquiry listing with the following data:

(a) Requester code.

(b) Stock number.

(c) By individual months:

1. Calendar months.

2. Number of demands.

3. Quantity of demands.

4. Number of receipts.

5. Materiel acquisition time.

(d) Total number of demands.

(e) Total quantity of demands.

(f) Total number of receipts.

(g) Total acquisition days.

(h) Number of months.

(i) A bit indicator (alpha) in the middle position of specific month(s) and the total number of demands field(s) identifies the inclusions of nonrecurring demands.

(j) A bit indicator in the left position of the specific month's number of demand field identifies the month the item was returned to detail accounting from SALTI.

11-31. Nonrecurring demand data history inquiry. a. When required, prepare a nonrecurring demand inquiry card (GPCF), DIC ZUA, to determine all nonrecurring demands and/or satellite installations' demands process during the previous 12 months.

b. Forward cards to the data processing activity for accomplishing the following actions:

(1) Reject card with decision code D5P when the file does not contain a matching stock number.

(2) Reject card with decision code DHN if invalid DIC.

(3) For cards not rejected, prepare a nonrecurring demand data history listing reflecting all nonrecurring/satellite demands processed during the previous 12 months.

Note. Listing will reflect an image of the original input actions.

11-32. Requisition history inquiry. a. When a complete history on a specific document is desired, prepare a requisition history inquiry (mass) card (GPCF), DIC ZSS.

b. Forward the card(s) to the data processing activity for preparing a requisition history inquiry answer listing in document number sequence within requester code in the format prescribed in appendix C.

c. When the document number is not found, print the image of the inquiry card followed by the legent "NO RECORD."

Section IV. RECONCILIATION OF FILES

11-33. DI/BO reconciliation. a. Monthly, the due-in and back order quantities in the DMIDF and the RC, DI/BO, and PMRD files will be reconciled. The actions for accomplishing this reconciliation are outlined in the following paragraphs.

b. The stock accounting activity, in conjunction with data processing and storage activities, will determine when the reconciliation will be accomplished and obtain the PMRD file.

c. The DI/BO reconciliation program will be processed by the data processing activity to accomplish the following:

(1) Total the due-in quantity and back-order quantity for each stock number within each file.

(2) Compare each file's total quantities (due-in and back orders separately) by stock number.

(3) No further action is required if the file totals are in agreement.

(4) If the totals are not in agreement, prepare a depot property file reconciliation discrepancy listing in the format prescribed in appendix C. This listing will be in stock number sequence, with each different stock number on a separate page. Each page will portray all due-in/back orders under the appropriate file headings for DMIDF and RC, DI/BO, and PMRD files.

d. The stock accounting activity will review the listing and initiate necessary action to resolve any discrepancies.

Note. It is highly important that expeditious action be taken for a thorough review and resolution of all discrepancies.

e. To correct the DI/BO file, RC file, or DMIDF, prepare back-order correction cards (DA Forms 2765), DIC Z61, or due-in correction cards (DA Forms 2765), DIC Z1S, Z1T, Z1U, or Z1V), as appropriate.

f. Since the back-order correction card and due-in correction card do not adjust financial records, a determination must be made whether the action involves the financial activity and to effect appropriate coordination.

Section V. MISCELLANEOUS

11-34. Assignment of document serial numbers. a. A series of document numbers will be assigned to the data processing activity for use within the computer. One constant serial number is to be designated for use on materiel adjustment and level adjustment transactions, which do not effect a physical gain or loss to inventory. Materiel adjustment actions are limited to catalog changes and stratification code transfer actions. (Applicable DIC's are D8_, D9_, Z8_, Z9_, and DAD.)

b. In the event the assigned block of serial numbers are depleted during one day's processing, supply action will be continued by assigning the next Julian date and starting with the lower limit of the assigned serial numbers.

c. Each day's processing will be started with the current date and the lower limit serial number, provided the allotted numbers were not exceeded during the previous day. In the event the numbers were exceeded, the day's processing will begin by the assignment of remaining unused numbers.

11-35. Voucher registers. a. A document number control register will be established and maintained for the assignment and control of document numbers in serial number sequence.

b. A voucher register printout will be prepared daily by the data processing activity for those document numbers assigned within the computer. The register will be in document number sequence (with materiel adjustment actions also sorted to stock number sequence) and will include the following type of actions:

(1) The establishment of due-in actions (DIC DD_ or DF_). These actions should appear as requisitions (DIC A0_).

(2) Report of customer excess materiel (DIC FTE).

(3) Request for issue actions (DIC Z0_) identified to SALTII, and shipments to the PDO which were not initiated in response to a report of customer excess materiel.

(4) Materiel adjustment actions (DIC D8_, D9_, and DAD).

11-36. Deleting RC and DI/BO records. a. Completed DI/BO file records will be deleted daily in accordance with the following actions:

(1) Due-in records (DIC DDS or DF_) and back-order records (DIC DGA) will be deleted immediately when completed.

(2) Turn-in records (DIC Z3_) will be deleted when the materiel is used locally (including restratification to an acquisition and/or retention segments) or disposed of in accordance with excess instructions received from a supply source. If used locally or the supply source allows credit, the original "no credit turn-in" transaction (DIC Z3_) will be reversed and reprocessed as a credit transaction. When credit is not allowed, the turn-in record will be deleted. Detailed instructions are contained in chapters 9 and 10.

b. Deletion of completed RC file records will be accomplished weekly in accordance with the following actions:

(1) When an action for a record is completed, the appropriate requisition status code will be applied to denote completion.

(2) During the next sequential weekly requisition control scan processing, the completed record will be deleted.

c. The completed records on the requisition history file will be periodically purged in accordance with the following.

(1) Simultaneously with coding the RC file record completed, the date closed will be posted to corresponding record on the requisition history file.

(2) On a quarterly basis, all records with a completed date of over 90-days will be deleted and written to a requisition history record listing. This listing will have a heading stating "Requisition History Records Listing closed over 90 days."

(3) The listing will be in document number sequence and maintained by the stock accounting activity as a completed document number audit trail in accordance with file retention criteria.

11-37. Daily/monthly transaction register. a. A stock accounting daily transaction register (DTR) will be prepared by the data processing activity in the format specified in appendix C. The DTR will contain all transactions which effect a quantitative position in the accountable record and will include opening balances, the transaction quantity, and the net quantity.

b. At the end of the DTR, a summary will be reflected to indicate the number of transactions and the total or net dollar value for the following type of actions:

- (1) Issues.
- (2) Receipts.
- (3) Adjustments.
- (4) Due-in establishments (stock fund).
- (5) Due-in establishments (nonstock fund).
- (6) Due-out establishment.

c. The DTR summary will be in the format prescribed in appendix C and will include totals by materiel categories, stock fund, and nonstock fund.

d. A monthly transaction register will also be prepared to reflect the accumulation of all transactions which have occurred during the previous month.

CHAPTER 12

REPORTING

Section I. GENERAL

12-1. General. a. This chapter outlines the action taken to provide the stratification specified by Table 4-2 of AR 710-15 and to accommodate the reporting requirements prescribed in AR 735-75.

b. Feeder data for these requirements will be provided by the data processing activity on a monthly basis and will be sufficient to develop the reporting elements required by AR's 710-15 and 735-75. Additionally, data output will be sufficient to provide analysis of inventory management and may also serve as feeder data for certain elements of the Army Stock Fund Financial Report (Reports Control Symbol AMCCP-130) and for budgetary development purposes.

c. Provisions are also included to permit inquiry of certain data on an exception basis, as well as prescribing a requirement for generating certain additional data as initial output. Details of these provisions are contained in section III.

12-2. Documentation. a. Input to the automatic data processing (ADP) program will consist of tape records produced locally. Balance records on this tape must be identified to the appropriate condition and inventory stratification codes as reflected in paragraphs A-4 and A-33 of appendix A. The input records will also contain the second position of the financial inventory accounting (FIA) code for procurement of equipment and missiles, Army (PEMA) secondary items (AR 735-63) and a "2" for stock-fund items. Input records will be developed in the following format:

<u>Positions</u>	<u>Data</u>
1	Materiel category code.
2-16	Federal stock number (FSN).
17	Stratification code.
18	Condition code.

<u>Positions</u>	<u>Data</u>
19	Second position of the FIA code for PEMA; "2" for stock fund.
20	Stockage list code.
21	Operating level factor.
22-30	Unit price.
31-32	Unit of issue.
33-39	On-hand balance.
40-46	Requisitioning objective (RO)/90-day depot maintenance level (DML).
47-52	Due-in quantity.
53-58	Due-out quantity.
59-64	Reorder point (ROP)/total DML.
65	Control/freeze code.
66-75	Blank.
76	Order/ship time code.
77-80	Blank.
81	Record mark.

b. Output documentation from this program will consist of the following:

(1) Work copy listing--stratification report of secondary items. (See para C-32, app C.) These listings will reflect dollar values and will be provided for each of the following breakouts:

- (a) Stock Fund--summary.
- (b) Stock Fund--materiel category.
- (c) PEMA Secondary--summary.
- (d) PEMA Secondary--materiel category and subgroup.

(2) Stratified record printout by Federal stock number. (See para C-33, app C.) This listing is produced to provide information for analysis of elements contributing to adverse supply posture and upon which corrective action may be taken. It will automatically be produced during the record stratification process (table 4-2, AR 710-15) only when one of the criteria is met as defined by the stratification exception codes contained in paragraph A-41, appendix A. (Additional output may be requested as outlined in sec III.) The following additional output documentation will be provided in card form when one of these conditions exist.

(a) Depot master item data file (DMIDF) balance record printout for each item involved.

(b) Inquiry card citing the applicable stratification exception code for each item.

Note. Input and output documentation required in connection with the report data inquiry routine is outlined in section III.

Section II. QUARTERLY STRATIFICATION REPORT
OF SECONDARY ITEMS (RCS CSGLD-1438),
DA FORM 1887-R (AR 735-75)

2-3. General. a. Mechanical development of table 4-2 (AR 710-15) provides the basis for developing feeder data for the RCS CSGLD-1438 report. Output will be a work copy listing reflecting applicable dollar values for line and columnar entries on DA Form 1887-R. The heading, memo, and log ratio (col m h and i) entries will be developed as prescribed in AR 735-75 and the instructions furnished by Headquarters, AMC.

b. Most of the entries may be transposed from the work copy listing to DA Form 1887-R. Exceptions are noted in the following paragraphs which contain instructions for depicting the development of data for the work copy listing. Those lines not requiring an entry on DA Form 1887-R are not addressed in the following paragraphs but are identified on the format layout in paragraph C-32, appendix C.

2-4. Stratification of requirements/levels (col m b). a. Safety level (line 5b) is the dollar value of 15-days average use. Days average use is computed by dividing the RO quantity by the number of days representing that quantity (i.e., the composite of the operating level, the order/ship time, and the safety level).

b. Ship time (line 7b) and order time (line 8b) will be shown as a combined figure on line 8b of the work copy listing. The data source for this entry is the order/ship time (OST) code reflected on the record. In the absence of an OST code, the OST is considered to be 30 days. (Dependent upon the degree of information available at each installation, this entry may provide the base for determining the individual entries for lines 7b and 8b or will require application of the formula previously provided by the USAMCID Sub-Home Office.)

c. Reorder point (ROP) (line 9b) is the sum of lines 5b and 8b.

d. Operating level (line 10b) is the dollar value of the difference between the RO and the ROP.

e. RO recurring demands (line 11b) are the total of lines 9b and 10b.

f. Depot maintenance (line 13b) is the dollar value of the 90-day level (stratification code D) including the dollar value of the OST. The OST applied to this figure is based on the OST code reflected on the record. (This figure will not exceed the total maintenance level.)

g. Mission essential (line 15b) is the dollar value of the level for stratification code 1.

h. Other stockage (line 16b) is the dollar value of the level for stratification code 2 (standby).

i. RO nonrecurring demands (line 17b) are the total of lines 13b, 15b, and 16b.

j. Peacetime Force Materiel Requirements (PTFMR) acquisition (line 20b) is the total of lines 11b and 17b.

k. Apportionment year recurring demands (line 21b) are the operating level (line 10b) multiplied by the operating level factor (OLF) for OLF 1, 2, and 4. For OLF 0 (30-day OL), multiply by 12. For a blank OLF (RO includes maintenance support), use OLF 4. (The work copy listing will reflect total authorized retention as line 21b which must be prorated as applicable between lines 21b and 25b prior to inclusion on DA Form 1887-R.)

l. Apportionment year nonrecurring demands (line 22b) are the difference between the 90-day DML (line 13b) and the total DML. (This figure must be prorated as applicable between lines 22b and 26b prior to inclusion on DA Form 1887-R.)

m. Apportionment year nonstockage demands (line 23b) are the projected nonstockage sales for the subsequent 12 months, prorated, when appropriate, between lines 23b and 27b. There will be no entry for this line on the work copy listing but will require local determination and application in developing and submitting the final report.

n. Apportionment year total (line 24b) is the total of lines 21b through 23b. (This figure will not be reflected on the work copy listing.)

o. Budget year demands (lines 25b-28b) are entries for the pro-rata share of 1-year retention or the difference between 1-year retention and apportionment year requirements (lines 21b-24b). (These figures will not be reflected on the work copy listing.)

p. PTFMR retention authorized (line 30b) is the total of lines 24b and 28b. (This figure is not reflected on the work copy listing.)

12-5. Stratification of dueouts (colm c). a. R0 recurring demand dueouts (line 11c) are the dollar value of the dueouts reflected for stratification code A with R0.

b. Depot maintenance dueouts (line 13c) are the dollar value of the dueouts reflected for stratification code D.

c. Mission-essential dueouts (line 15c) are the dollar value of the dueouts reflected for stratification code 1.

d. Other stockage dueouts (line 16c) are the dollar value of the dueouts reflected for stratification code 2 (standby).

e. R0 nonrecurring demand dueouts (line 17c) are the total of lines 13c, 15c, and 16c.

f. Nonstocked item dueouts (line 18c) are the dollar value of the dueouts reflected for stratification code A, without an R0.

g. PTFMR acquisition dueouts (line 20c) are the total of lines 11c, 17c, and 18c.

h. Grand total dueouts (line 38c) are the same as line 20c.

12-6. Stratification of serviceable assets on hand (col m d).
a. RO recurring demand (line 11d) initially is the dollar value of the on hand of stratification code A, with RO, up to the entry in line 11c. (This figure will be updated during the mechanical processing by application of remaining on-hand assets up to the figure in line 11b by order of priority of stratification and will be reflected as a total figure on the work copy listing.)

Note. Normally there should be no serviceable on hand with a dueout. If this situation should exist, however, stratification will be made as noted and an inquiry card citing stratification exception code 6 will be prepared.

b. Safety level (line 5d) is the dollar value of the remaining on hand of stratification code A, with RO, up to the entry in line 5b.

c. Ship time and order time (lines 7d and 8d) will be reflected as a combined figure on line 8d of the work copy listing and will be the dollar value of the remaining on hand of stratification code A, with RO, up to the combined figure shown on line 8b. This figure must be broken out prior to entry on DA Form 1887-R and will be applied in the same manner as requirements were determined. (See para 12-4b.)

d. Reorder point (line 9d) is the total of lines 5d and 8d.

e. Operating level (line 10d) is the dollar value of the remaining on hand in stratification code A, with RO, up to the entry in line 10b.

f. RO recurring demand (line 11d) is the total of lines 9d and 10d.

g. Lines 13d (depot maintenance), 15d (mission essential), and 16d (other stockage, standby) will be stratified as follows: The dollar value of on-hand assets for stratification codes D, 1, 2, and R will be added together and applied to the requirements of lines 13c, 15c, 16c, 13b, 15b, and 16b, respectively, as the order of priority. (When an entry is made in line 13d, 15d, or 16d to satisfy any dueout requirements (col m c), an inquiry card will be prepared citing stratification exception code 6.)

h. RO nonrecurring demand (line 17d) is the total of lines 13d, 15d, and 16d.

i. Nonstocked items (line 18d) are the dollar value of the on hand in stratification code A, without an R0, up to the entry in line 18c. (When an entry is made, an inquiry card will be prepared citing stratification exception code 6.)

j. PTFMR acquisition (line 20d) is the total of lines 11d, 17d, and 18d.

k. Apportionment year demands (line 21d) are the dollar value of the remaining on hand in stratification code A, with R0, above that reflected on line 11d. (If this entry should exceed the figure for line 21b of the work copy listing, a DMIDF inquiry card citing stratification exception code 7 will be prepared to provide for necessary manual review and revision of levels, restratification of assets, or other action deemed appropriate.) For entry on DA Form 1887-R, this figure must be prorated as applicable between lines 21d and 25d.

l. Apportionment year nonrecurring demands (line 22d) are the dollar value of the remaining on hand for stratification codes D, 1, 2, and R, above that reflected for line 17d. (If this figure should exceed that of line 22b of the work copy listing, an inquiry card citing stratification exception code 7 will be prepared for action as indicated in k above.) This figure must be prorated, when appropriate, between lines 22d and 26d for entry on DA Form 1887-R.

m. Apportionment year demands, nonstockage (line 23d) are the remaining on hand in a stratification code A, without an R0, above the entry for line 18d. This figure must be prorated, when appropriate, between lines 23d and 27d for entry on DA Form 1887-R.

n. Apportionment year demands, total (line 24d) are the total of lines 21d through 23d.

o. Budget year demands (lines 25d-28d) are manager entries referenced in the preceding paragraphs and represent the value of the remainder of 360-days' assets not represented by the apportionment year (lines 21d-24d).

p. PTFMR retention authorized (line 30d) is the same as line 24d on the work copy listing, but will be the total of lines 24d and 28d for DA Form 1887-R.

q. Reported excess (line 35d) is the dollar value of the on-hand reflected in stratification code M.

r. Unreported excess (line 36d) is the dollar value of the on hand reflected in stratification codes 8 and 9.

12-6b

s. Theater/command excess (line 37d) is the total of lines 35d and 36d.

t. Grand total (line 38d) is the sum of lines 20d, 30d, and 37d.

12-7. Stratification of unserviceable assets on hand (colm e).

a. The dollar value of any unserviceable assets not reflected in an excess segment will be reflected on line 30e and will consist of assets reflected in stratification codes A, D, J, R, 1, 2, and 3. (When assets are posted to this line, an inquiry card citing stratification exception code 8 will be prepared to provide the basis for necessary manual review and appropriate action.)

b. Reported excess (line 35e) is the dollar value of unserviceable assets reflected in stratification code M.

c. Unreported excess (line 36e) is the dollar value of unserviceable assets reflected in stratification codes 8 and 9.

d. Theater/command excess (line 37e) is the sum of lines 35e and 36e.

e. Grand total (line 38e) is the sum of lines 30e and 37e.

12-8. Stratification of due-ins (colm f). a. R0 recurring demands (line 11f) initially are the dollar value of due-ins to stratification segment A, with R0, up to the difference between lines 11d and 11c.

b. Safety level (line 5f) is the dollar value of the remaining due-ins to stratification code A, with R0, up to the difference between 5b and 5d.

c. Ship time (line 7f) and order time (line 8f) will be reflected as a combined figure (line 9f) on the work copy listing and represents the remaining due-in of stratification code A, with R0, up to the difference between lines 8b and 8d. The work copy listing figure must be prorated between lines 7f and 8f of DA Form 1887-R.

d. Reorder point (line 9f) is the sum of lines 5f and 8f.

e. Operating level (line 10f) is the dollar value of the remaining due-ins to stratification code A, with R0, up to the difference between lines 10b and 10d.

f. R0 recurring demands (line 11f) are the total of lines 9f and 10f plus the previous entry (a above) to cover dueout requirements.

g. Lines 13f (depot maintenance), 15f (mission essential), and 16f (other stockage, standby) will be stratified as follows:

The dollar value of due-ins for stratification codes D, 1, and 2 will be added together and applied to the differences between line 13d, and lines 13b and c combined; line 15d, and lines 15b and c combined; and line 16d, and lines 16b and c combined, respectively.

h. R0 nonrecurring demands (line 17f) are the total of lines 13f, 15f, and 16f.

i. Nonstocked items (line 18f) are the dollar value of due-ins to stratification code A, without an R0, up to the difference between lines 18d and 18c.

j. PTFMR acquisition (line 20f) is the total of lines 11f, 17f, and 18f.

k. Apportionment year demands (line 21f) are reflected on the work copy listing as any remaining due-ins to stratification code A, with R0, above that reflected for line 11f. (Inquiry card citing stratification exception code 4 is produced when a positive figure appears on this line.)

l. Apportionment year demands, nonrecurring (line 22f) are the dollar value of the remaining due-ins to stratification codes D, 1, and 2, above that reflected on line 17f. (Inquiry card citing stratification exception code 4 is produced when a positive figure is entered on this line.)

m. Apportionment year demands, nonstockage (line 23f) are the dollar value of the remaining due-ins to stratification code A, without an R0, above that applied to line 18f. (Inquiry card citing stratification exception code 4 is produced when a positive figure is entered on this line.)

n. Total (line 24f) is the sum of lines 21f through 23f.

o. Grand total (line 38f) is the sum of lines 20f and 24f.

12-9. Management data. The following additional data, when applicable, will also be included on the work copy listing for

managerial purposes. Entries applying to lines 39 through 44 will be reflected under column d (serviceable assets on hand) or column e (unserviceable assets on hand), as appropriate. Line 45 will be reflected under column b.

- a. Non-USAMCID ASF (line 39) for stratification code 5 assets.
- b. Mobilization reserve (line 40) for stratification code K.
- c. Contingency stocks (line 41) for stratification code C.
- d. Inventory temporarily in use (line 42) for stratification code H.
- e. Consigned inventory (line 43) for stratification code J.
- f. Warehouse denials (line 44) for stratification code 3.
- g. Number of items stocked (line 45) will reflect the number of items (FSN) with a level (recurring and nonrecurring).

Section III. EXCEPTION/INQUIRY PROCESSING

12-10. General. Capability has been provided to permit certain exception processing during the initial report program run and to also provide for individual stock number inquiries to the records after this run. Requirements for any of the additional data available through these processes will be identified and coordinated between the stock accounting activity and the data processing activity as prescribed in paragraphs 12-11 and 12-12. The output documentation will be a listing of the "stratified record printout by FSN" in the format depicted in paragraph C-33, appendix C.

12-11. Exception processing. Requests for exception processing must be determined and prearranged with the data processing activity prior to the scheduled date for the report program run. The data available through this process and the action required to obtain these data are indicated below:

- a. A printout by FSN of any desired multiples from 002 to 999 (e.g., each 2d record, 5th, 50th, 100th, etc.). These data would be generated during application of the stratification process (table 4-2, AR 710-15) and would be printed

regardless of whether an adverse supply posture existed. To obtain these data, prepare a general purpose card form (GPCF) with X's in card columns 1 through 15 and the random multiple number in card columns 16 through 18. (For example, if a random sampling of each 100th record is required, enter "100" in card colm 16-18.)

b. A printout by FSN of all stratified records within a particular materiel category. To obtain these data, prepare a GPCF with X's in card columns 1 through 15 and the materiel category code in card column 16.

12-12. Inquiry processing. After the program run, inquiries may be made of specific stock numbers. When such inquiries are required, prepare a GPCF with the requested stock number in card columns 1 through 15 and type card code 3 in card column 31. Coordinate with the data processing activity for processing the requests in the 1690 report inquiry program.

Appendix A

CODES

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A-1. ACTION DECISION CODES. (Z1_ and Z6_ cards)

- 1 - Update depot master item data file (DMIDF) only.
- 2 - Update due-in/back order (DI/BO) only.
- 3 - Update requisition control file (RCF) only.
- 4 - Increase or decrease to quantity procured.
- M - Contract canceled completely.
- Blank - Update the DI/BO quantity in the DMIDF, RCF, and DI/BO file.

A-2. AVAILABILITY ADVICE CODES. (ZPN card)

- AA - Available.
- AB - Not available--stocked item.
- AC - Not available--nonstocked item.
- AD - Item coded SALTI (summary accounting for low-dollar turnover items) or self service.
- AE - Available--fabrication-type item.
- AF - Not available--fabrication-type item.

A-3. BILL OR RELEASE CODES. (ZP2 card)

- B - Bill.
- R - Release.

A-4. CONDITION CODES (supply). Used to classify materiel to identify the degree of serviceability, condition, and completeness in terms of readiness for issue and to identify actions underway to change the status of materiel.

- A - Serviceable.
- E - Unserviceable--Limited restoration.
- F - Unserviceable--Reparable and nonreparable excess materiel.

A-5. CONSUMPTION CODES.

- M - Repair part (forecasted).
- N - Nonforecasted repair part.

A-6. CONTROL FREEZE CODES.

- 1 - SALTI item.
- 2 - Do not compute requisitioning objective (RO).
- 3 - Do not convert to SALTI.
- 4 - Self-service item.
- 5 - Do not compute RO--maintenance support.
- "X" bit - Indicates record is frozen by manager.

Appendix A--Continued

A-7. DECISION CODES.

- C02 Unit of issue in input document is blank, contains other than alphas, or does not agree with the DMIDF.
- C2F Stock number change. Either but not both stock numbers are SALTI.
- C2H Stock number change. Old stock number is frozen.
- C2V Stock number change. New stock number is frozen.
- CA3 This item coded "delete" and there is an on-hand balance, due-in, back order, RO/level, or locations.
- CA4 This item has over nine reference numbers.
- CA5 No item record in the DMIDF and type-of-change code is not for new item or reinstatement.
- CA8 Type-of-change code indicates establishment of new stock number in the supply system, but stock number already exists on the DMIDF.
- CB1 Unit of issue change. Addition of conversion ratio in card is required.
- CB9 Physical security classification changed from "classified" to "unclassified."
- CC1 Physical security classification changed from "unclassified" to "classified."
- CD8 Stock number is on DMIDF as a change to record--input requires a record with accountable data section.
- CE1 Catalog change card contains invalid data (i.e., blanks, nonnumeric punches, nonalpha punches, or nonacceptable coding).
- CE6 Type-of-change code is incompatible.
- CE9 Catalog change card contains duplicate stock numbers, change number, and type-of-change code. Other datum is contradictory.

Appendix A--Continued

CEA Change based on a catalog change correcting a multimanager condition.

CF2 Catalog change cards that contain type-of-change code not acceptable to this program.

CF7 Reinstatement of a change to record. Review of stock on change to number is required.

CK9 Unit of issue in change action not the same as unit of issue on the DMIDF, and type-of-change code is not for unit-of-issue change.

CW7 Routing identifier code on change notice does not agree with the routing identifier code (RIC) on the DMIDF.

D01 No record in the DMIDF.

D02 Unit of issue in input document is blank, contains other than alphas, or does not agree with the DMIDF.

D04 No record of stratification segment code on DMIDF. Stratification segment includes stratification code, condition code, and depot code.

D06 DMIDF is frozen.

D08 To process this transaction would have caused a credit balance on the DMIDF.

D09 Attempt to process against a SALTI or self-service record.

D15 Fund code in input is in error or is incompatible with signal code.

D16 Two bin locations.

D1D Stock number change with special weapons identification.

D24 Advice of substitution. Requisition indicated no substitution. If substitution is acceptable, re-enter, using edit code A in card column 72.

D29 FTR card received. Cancellation has been requested or confirmed.

Appendix A--Continued

- D2G Stock number change. Old stock number has a modification work order (MW0).
- D31 Automatic return item with A0 document on file. FTR card directs shipment without credit.
- D33 FTC card input. FTR card previously received.
- D34 Advice to manager. Attempted to release this back order. There is no requisition control file record or there is a disagreement between the RCF and DI/BO record.
- D38 No stock number code on the DMIDF.
- D39 Invalid signal code or is incompatible with service and fund code.
- D42 Advice to manager. Due-in or back order has been canceled. DI/BO inquiry is being furnished for review to determine whether further action is required.
- D43 Due-in already reflected on the DMIDF to cover SALTII reorder point quantity.
- D45 Controlled item. Justification required.
- D46 Production equipment item received/issued.
- D4T Stratification code A with a requisitioning objective is on record.
- D4U The level change code of this ZPR card is blank or contains a "3" or a "4," and the total level field is blank or contains zeros.
- D4V Advice to manager. The balances reflected in the turn-in on the DMIDF does not agree with records on the DI/BO.
- D54 Advice to manager. Status received requires managerial review--cannot be processed mechanically.
- D5B Requisition control file closed.
- D5K This item no longer qualified for stockage. Was previously standby/mission essential. Request appropriate level be established.

Appendix A--Continued

- D5L Back-order quantity in DI/BO file and DMIDF do not agree.
- D5M Due-in quantity in DI/BO file and DMIDF do not agree.
- D5N Back-order quantity in RCF and DMIDF do not agree.
- D5P Input stock number does not match stock number on the record.
- D5Q Level established in stratification code D. Stocks are available in stratification code J or M.
- D5S Quantity on hand exceeds the 90-day level.
- D62 Month and year of input card does not match file record or is blank.
- D64 Contains invalid or blank materiel category code.
- D65 Adjusted demand quantity on input card would create a negative figure on the demand history tape.
- D66 Input contains invalid or no control number or report code.
- D68 Contains invalid or blank project code.
- D69 Input contains other than a blank, a zero, or "A" or "D" in card column 27, 31, 42, 46, 57, or 61.
- D71 Invalid input. Document number is in error.
- D72 Invalid input. Quantity field is in error, other than numeric, blank, or contains all zeros.
- D73 Invalid action. RCF indicates stratification code 5. Input is for stratification code J.
- D75 Contains invalid or blank edit code.
- D77 Contains invalid or blank RIC of storage depot.
- D79 Contains invalid or blank RIC of supply source.
- D80 Invalid document identifier code.
- D84 Shipping address required.

Appendix A--Continued

- D85 Contains an invalid condition code or is blank.
- D86 Contains an invalid stratification segment or invalid substratification segment.
- D87 Date received field is blank or incomplete.
- D8J Credit balance on requisition control file, if processed.
- D8K Action of this document identifier code not allowed to/from this stratification/substratification segment.
- D8L Credit balance on DI/BO, if processed.
- D92 Record is changed to stock number -----.
- D97 DMIDF record for input Federal stock number (FSN) does not have a unit price.
- D9A Media and status, decision action, or expendability code is invalid.
- D9H General Services Administration (GSA) cancellation posted to RCF DIC FTE record. The DIC FTR card will be rejected upon receipt.
- DB8 R0 insufficient to accommodate program planning document (DIC ZPM).
- DC3 Cancellation request received. No action taken as requisition control file indicates item ordered for shipment, but shipment has not been confirmed.
- DC4 Cancellation request received and processed. Item is due-in from local procurement.
- DC6 Followup. No reply received to FTE or previous FTF followup cards.
- DD1 Advice code requires manual processing.
- DD2 Disposition code is other than "1" through "5."
- DDU Cannot add DI/BO segment.
- DER RCF indicates direct delivery action. Input document not coded for direct delivery.

Appendix A--Continued

- DG1 Routing identifier code is other than this depot. Routing identifier field contains blanks or is for other than this depot.
- DG3 Routing identifier code (From) of this input document is invalid or blank.
- DG6 Input does not contain a priority code or contains an invalid priority code.
- DGB Estimated date of delivery or date of shipment is blank.
- DGD Service assignment code is invalid with the signal and fund codes.
- DGE Demand or suffix code, level change code, card column 44 is invalid.
- DGF The price field is blank, non-numeric, or contains all zeros.
- DGH Total quantity on the RCF is insufficient to process input quantity. Quantity in card has not been processed.
- DGJ Consignee code, card columns 30 through 35, is other than AX0001, 2, 3, or 4 and is not compatible with the fund code, card columns 52 and 53.
- DGK Advice to manager. Attempted to release this back order; however, stock available is a substitute. Back-order record indicated "do not substitute" or "stock available is a conditional substitute."
- DGL Input is stockage list card (DIC 19), and card columns 73 through 77 or 79 and 80 contain blanks.
- DGN Input is a SALTI transfer (DIC ZS8). Supplementary address field does not contain YSALTI.
- DGQ Input contains edit code R. Input quantity does not agree with quantity on the DI/B0 file.
- DGR Input is a SALTI transfer. Card columns 60 through 66 and/or 76 through 80 are not blank.
- DGS Response to cancellation request received. Cross-reference document number record does not indicate that cancellation was requested.

Appendix A--Continued

DGU Status or advice code is invalid.

DGV Adjusted 90-day level would be less than the due-in or back-order quantity.

DGX Input is an adjustment document (DIC D8_/D9_). Card columns 45 through 64 should be blank.

DGZ Disapproval code for stockage list change. Card column 77 must be alpha or mode-of-shipment code. ZRØ or ARØ is invalid--must be blank.

DHA Issue of materiel in returnable container.

DHD This transaction cannot be a reversal.

DHE Insufficient funds to continue processing supply action.

DHG Duplicate DI/BO record found.

DHH Invalid input to this phase. Program error.

DHI Item coded SALTI. Level change is for other than stratification code A, 1, or 2.

DHK No record on the requisition control file for input document number or in the event input is for direct delivery record, the cross-reference document cannot be found.

DHL Input quantity is greater than quantity on requisition control file or unprocessed quantity.

DHO Incorrect routing identifier code.

DHQ Input quantity greater than quantity on hand.

DHR Duplicate receipt or duplicate FTR, ZPM, or ZSØ.

DHT Document number is applicable to another stock number.

DHU Cannot substitute this item.

DHV Unit of issue does not agree with requisition control file.

DHW Invalid or unequal supply and/or excess condition code on RCF.

Appendix A--Continued

DHX Input not processed as an R0, or level appears on a stratification code A, 1, 2, or D. For other than that cited on input.

DHY Insufficient due-in quantity on the DMIDF.

DHZ Level has been decreased. Due-in is in excess of requirements.

DIA This can be a reentry only.

DIB Card column 69 is not blank, or is an invalid code for a satellite depot.

DIC Receipt under substitute stock number. The DMIDF is not cross referenced.

DJ6 No DI/B0 record found or document number of input is not on DI/B0.

DJA Input is for stratification code D. There are no assets on-hand and no unobligated due-in.

DJB Input is for stratification code D. Assets are available in stratification code R, deferred field.

DJC Due-in quantity on RCF and DI/B0 file do not agree.

DJD Due-in quantity on RCF and DMIDF do not agree.

DK5 Quantity reflected in quantity field was not available for shipment.

DKA Invalid action. Reversal of receipt due-in cannot be processed against stratification code J.

DKC Not a suitable substitute.

DKD Reversal processed; however, due-in was not reestablished.

DKG Advise to manager. Stock available in stratification code R (deferred), M, or J, or under condition code E, or a substitute stock number.

DKH Advice to manager. Quantity issued under substitute number.

Appendix A--Continued

DKJ Duplicate document number on requisition control file.

DKK Expendability code does not match the DMIDF.

DKN Cross-reference document number for direct delivery input (DIC Z7_). Contains blanks or is invalid.

DKY DMIDF catalog data section only. No installation stock accounting management data in positions 92 through 98.

DKZ Input is for stratification code D. To process this transaction would create an asset in this segment (on hand plus due-in).

DL8 90-day level is greater than total levels.

DM-7 Stock number established as a due-in on this document number is not the same stock number received.

DMA Advice to manager. Direct delivery--receipt received short, back order has been canceled. Request customer to re-requisition, if required.

DMB Direct delivery. The quantity due-in and the quantity on back order do not agree (requisition control (RC) record).

DMC Direct delivery. Stock numbers do not agree (between RC record for receipt and back order).

DMD Direct delivery. Unit of issue does not agree (between RC record for receipt and back order).

DME Direct delivery. Depot codes do not agree (between RC record for receipt and back order).

DMF Advice to manager. Contract (local procurement) has been canceled. If requirement still exists, re-requisition with new document number.

DMG Input is a due-in correction, with action code M. Processing did not result in clearing the due-in (DI/BO).

DMH Card column 68 of this input is not blank, but contains other than a "1."

Appendix A--Continued

- DMJ Input is a due-in or back-order adjustment (DIC DD_, DF_, or DG_) with edit code T. Input stock number and/or unit of issue agree with the RC record.
- DML Advice to manager. Cancellation previously processed Review to determine further action.
- DMM Advice of shipment received. Receipt not yet processed.
- DMN Input DIC does not agree with the DIC of the document number found on RC.
- DMO DIC Z3_ record not found on DI/B0, or record found but quantity reflected is less than input quantity.
- DMP Card column 62 is not blank and contains other than "M" or "N."
- DMQ Card columns 63 and 64 do not contain a property book code, or the code present is not correct.
- DMR Card column 73 contains an invalid code or a code not compatible with card columns 62 and 70.
- DMS Invalid control freeze code or freeze deletion code.
- DMT Card column 51 is not compatible with the level decrease code.
- DMU Condition codes or stratification codes are unequal (dual adjustment).
- DMV Stratification code and substratification code are incompatible.
- DMW No depot property record on the DMIDF.
- DMX Advice to manager. Stratification code 8, 9, M, or R indicated on this card is out of balance.
- DMY No stratification segment code D on the DMIDF or segment exists but no level established.
- DMZ There is no record on the DMIDF for the stock number reflected in the RC file (applicable to receipt and issue reversal actions).

Appendix A--Continued

- DR7 Input transaction is invalid against cited stratification code.
- DS6 DMIDF record is not coded "SALTI."
- DS7 The closing inventory quantity field is blank.
- DW8 Advice to manager. Customer cancellation was requested; however, due-in cannot be canceled.
- DY2 This is a fabrication item. ZPR card does not contain advice code 2A.
- DY3 ZPR card contains level change code 1. Total level field contains a significant quantity.
- DY4 Input stratification code does not agree with stratification code in RC record, or if input is direct delivery, the stratification code (RC record) for receipt does not agree with the (RC record) for the issue.
- DY5 Denial has been processed. Quantity reflected in quantity field has been dropped from availability segment.
- M80 Card code (card colm 70) is invalid.

-8. DEMAND CODES

- N - Nonrecurring demand.
- O - No demand (requisitions for substitute items).
- P - Nonrecurring demand for special program requirements.
- R - Recurring demand.

-9. DISCREPANCY CODES. Used in materiel receipt document or pre-positioned materiel receipt document (PMRD) to provide finance and accounting reason for requesting credit adjustment (applicable to receipts into stratification code J).

- 15 - Unacceptable overage.
- 16 - Unacceptable substitute.
- 17 - Canceled requisition (confirmed only).
- 21 - Damaged shipment.
- 22 - Erroneous materiel received.
- 24 - Latent defects.
- 25 - Unacceptable duplicate.

Appendix A--Continued

A-10. DISPOSITION CODES. Denotes specific action to be taken

- 1 - Automatic return. Materiel is to be reported to the supply source in card columns 78 through 80.
- 2 - Automatic return. Materiel is to be shipped to the RIC in card columns 75 through 77 and also reported to the supply source in card columns 78 through 80.
- 3 - Materiel is to be reported to the supply source in card columns 78 through 80.
- 4 - Materiel is to be shipped to the property disposal officer (PDO).

A-11. DOCUMENT IDENTIFIER CODES.

- AØ - Requisition.
- A5 - Materiel release order (off depot).
- A6 - Materiel release denial (off depot).
- AA - Supply status--reply to followup (off depot).
- AC - Cancellation.
- AE - Supply status (off depot).
- AF - Followup.
- AG - Reply to cancellation request.
- AR - Shipment status--materiel release confirmation (off depot).
- AS - Shipment status (off depot).
- AU - Reply to cancellation request--shipment status.

C-series Standard catalog data.

- D4S - Materiel receipt (local procurement).
- D6T - Materiel receipt (Army).
- D6U - Materiel receipt (DSA).
- D6V - Materiel receipt (GSA).
- D8 - Materiel adjustment (debit).
- D9 - Materiel adjustment (credit).
- DAC - Materiel adjustment (dual).
- DAD - Materiel adjustment (dual).
- DDS - Due-in established (local procurement).
- DFT - Due-in established (Army).
- DFU - Due-in established (DSA).
- DFV - Due-in established (GSA).
- DG - Back-order transaction.
- DUS - Pre-positioned materiel receipt (local procurement).
- DWT - Pre-positioned materiel receipt (Army).
- DWU - Pre-positioned materiel receipt (DSA).
- DWV - Pre-positioned materiel receipt (GSA).

Appendix A--Continued

FTC - Report of customer excess materiel cancellation.
FTE - Report of customer excess materiel.
FTF - Report of customer excess materiel followup.
FTR - Reply to report of customer excess materiel.
FTS - Reply to customer excess materiel followup.

ZØ - Request for issue.
Z1 - Due-in correction.
Z2 - Materiel release denial (on depot).
Z3 - Turn-in.
Z5 - Materiel release order (on depot).
Z6 - Back-order correction.
Z7 - Direct delivery establishment.
Z8A - Level adjustment (debit).
Z9A - Level adjustment (credit).
Z91 - Standard catalog data change.
Z98 - Stock change identification.
Z99 - Unit-of-issue research.
ZA - Followup answer (on depot).
ZC - Request for cancellation (on depot).
ZCE - Requisition control excess correction.
ZCG - DMIDF mass inquiry.
ZCH - Mass DMIDF inquiry control.
ZD7 - Demand data history adjustment.
ZDT - Property book issue.
ZDU - Property book accounting record turn-in.
ZDW - Property book hand receipt.
ZEA - Customer advice.
ZE - Supply status (on depot).
ZF - Followup (on depot).
ZG - Reply to cancellation request.
ZKA - Excess notice.
ZLD - Item data research.
ZLM - Standard data research.
ZN4 - Request for SALT I inventory.
ZNM - Miscellaneous change.
ZNV - Add-a-record.
ZNX - Manager notification.
ZP2 - Release/charge of consumer funds.
ZPM - Program planning.
ZPN - Notice of materiel availability.
ZPR - Document indicating fund availability.
ZR - Shipment status--materiel release confirmation
(on depot).
ZSØ - SALT I reorder point record.
ZS1 - Direct delivery shipment.
ZS8 - Summary accounting transfer (loss to SALT I, gain
to detailed account).

Appendix A--Continued

ZS9 - Summary accounting transfer (gain to SALTI, loss to detailed account).
 ZSS - Requisition history inquiry (mass).
 ZTJ - Demand data history inquiry.
 ZTT - Detail reporting data inquiry.
 ZUA - Nonrecurring demand inquiry.
 ZU_ - Shipment status (reply to cancellation) (on depot)
 191-194 - Stockage list

A-12. DUE-IN DISPOSITION CODES. These codes appear in position 22 of the depot property accountable segment of the DMIDF, stratification code D only, and indicate the disposition of assets due to program deferment or cancellation.

- 1 - Stratification code R (deferred).
- 2 - Stratification code R (canceled).
- 3 - Stratification code 8 (canceled).
- 4 - Stratification code 8 (level revision).

A-13. EDIT CODES. Used to convey management data between activities of a supply distribution system, or to augment internal processing of such documents within an accountable supply distribution activity to inventory control records.

- * A - Stock number received is different from stock number requisitioned and is acceptable. Applicable to DIC AE_, AA_, DW_, DU_, D4_, and D6_.
- * A - Manager approval for acceptance of exception data. Applicable to DIC Z0_ and A0_ documents.
- B - Quantity received is greater than quantity requisitioned and is accepted or acceptable duplicate shipment. Applicable to DIC D4_, D6_, DW_, and DU_.
- C - Pre-positioned materiel receipt card adjustment. Applicable to DIC DU_ and DW_.
- D - Post-post action. Applicable to DIC Z0_, Z7_, and A0_.
- E - Exchange item. Applicable to DIC Z3_.
- ** F - Quantity received is less than quantity requested and is considered complete due to shortage in shipment or 10-percent variation stated on contract.

Appendix A--Continued

- ** F - Force credit. Applicable to DIC Z3__.
- G - Prepare A0__ requisition. Applicable to DIC DD__ and DF__.
- H - Substitute/shortage and final. Applicable to DIC DU__, DW__, D4__, and D6__.
- J - Substitute/overage and acceptable. Applicable to DIC DU__, DW__, D4__, and D6__.
- K - Valid adjustment to a due-in, back order, or previous issue.
- P - Receipt not due in. Applicable to DIC D4__, D6__, DU__, and DW__.
- R - Reestablishment. Applicable to DIC DD__, DG__, and DF__ (equal stock number, quantity, and condition code).
- T - Reestablishment of due-in and back orders (different stock number, unit of issue, and quantity (applicable to DIC DD__, DF__, and DG__)).

* Two separate definitions for edit code A.

** Two separate definitions for edit code F.

A-14. FINANCIAL ACCOUNTING CATEGORY CODES. Used between depot property and property book officer to categorize materiel issued and turned in.

- C - Capital equipment.
- P - Production equipment.
- S - Noncapital equipment.
- R - Repair part.

A-15. INQUIRY REQUESTER CODES.

- DPEIP - From demand data and level processing.
- DPEXC - Excess determination processing.
- DPISS - From issue processing.
- DPNRQ - Weekly net replenishment review.
- DPRUP - Prepare when the rollup of maintenance requirements exceeds the R0 quantity.
- DPSTA - Status processing. Used with decision code D42.
- DPZPM - Prepare when a program planning document (DIC ZPM) is rejected with decision code DB8.
- DPZPR - Prepare when a document indicating fund availability (DIC ZPR) is rejected with decision code DJC.

Appendix A--Continued

A-16. ITEM GROUPING CODES. Used in preparing depot property reports.

- A - Repair parts.
- B - Lumber.
- C - Coal.
- D - Administrative supplies.
- E - Furniture and fixtures under \$200.
- F - Supplies for storage operations.
- G - Repair and utilities.

A-17. LEVEL CHANGE CODES. (DIC ZPR actions only).

- 1 - No level change.
- 2 - Increased levels.
- 3 - Reactivated deferred program.
- Blank - Initial requirement.

A-18. LEVEL DECREASE CODES.

- 1 - Inventory control point (ICP) cancellation/rejection.
- 2 - Depot cancellation.
- 3 - Deferred by the ICP.
- 4 - Deferred due to lack of repair parts.
- 5 - Deferred due to lack of reparable assets.
- 6 - Deferred--other.
- 7 - Changed to stockage item.
- Blank - Others.

A-19. MATERIEL CATEGORY CODES. The routing identifier code of the supply source will be converted to the materiel category code (DMIDF position 35) in accordance with the following table:

<u>Routing identifier code</u>	<u>Federal supply class</u>	<u>Materiel category code</u>
S9C		J
S9M		C
S9T		F
S9G	6810, 6820, 6830, 6840, 6850, 8120, 9150, 9160	R

Appendix A--Continued

<u>Routing identifier code</u>	<u>Federal supply class</u>	<u>Materiel category code</u>
S9E		Q
S9G, A35	Other FSC	E
S9S		S
S9I		T
B16		G
A12		B
B54		N
B24, AKZ		K
B64		L
B17		H
B14		M
G-0		*

* When the major materiel category grouping code in the item data card (card column 25) is one of the above codes, the code will be entered in position 35 of the DMIDF. Materiel category code E will be used in lieu of all other codes.

A-20. MEDIA-OF-COMMUNICATION CODES. (FTE card only).

- 2 - Send reply to report of customer excess materiel to activity originator in card columns 30 through 35 (by transceiver).
- 3 - Send reply to report of customer excess materiel to activity originator in card columns 30 through 35 (by mail).
- 4 - Send reply to report of customer excess materiel to activity in card columns 45 through 50 (by transceiver).

A-21. MISCELLANEOUS CHANGE CARD CODES. (ZNM card only).

- A - Returnable container indicator.
- B - Capital equipment indicator.

Appendix A--Continued

C - Freeze item indicator.
E - Order ship time code.
F - Stockage list code.
G - Control/freeze code.
I - Acquisition advice code.
L - Can't-buy indicator.
R - Automatic returns indicator.
J - Mission-essential/standby indicator.
P - Production equipment indicator.
K - Nonrecurring demand indicator.

A-22. NUMBER OF DEMANDS "ADD" OR "DELETE" CODES. Used to add or subtract number/quantity of demands on demand/receipt history record.

A - Add.
D - Delete.
Blank - No change.

A-23. ORDER SHIP TIME CODES. Used to determine authorized stockage level and to schedule maintenance production programs.

1 - 10 days.
2 - 15 days.
3 - 20 days.
4 - 25 days.
5 - 30 days.
6 - 35 days.
7 - 40 days.
8 - 45 days.
9 - 60 days.
0 - 75 days.
A - 90 days.
B - 120 days.
C - 150 days.
D - 180 days.
E - 210 days.
F - 240 days.
G - 270 days.
H - 300 days.
J - 330 days.
K - 360 days.

A-24. REPORT CODES.

1 - Automatic return item.
2 - Acquisition advice code L item, managed by S9G.

Appendix A--Continued

- 3 - Acquisition advice code L item, managed by other than S9G.
- 4 - Managed by B16.
- 5 - Balance of items.
- A - Automatic return item/reportable to Letterkenny Army Depot (LEAD).
- B - Acquisition advice code L item, managed by S9G and reportable to LEAD.
- C - Acquisition advice code L item, managed by other than S9G and reportable to LEAD.
- D - Managed by B16 and reportable to LEAD.
- E - Balance of items reportable to LEAD.

A-25. REQUESTER CODES.

- AX0001 - to SALTI.
- AX0002 - To Self-Service Supply Center.
- AX0003 - To cash sales.

A-26. REQUISITION STATUS CODES.

- 1 - Due-in depot property requisition.
- 2 - Issued to customer awaiting confirmation.
- 5 - DIC FTE offer/RCF open.
- 8 - On back order.
- A - Due-in on depot property requisition completed.
- B - Issued to customer/awaiting confirmation completed.
- E - DIC FTE offer closed/reply received.
- R - Issue of excess in accordance with reply instructions. Closed.
- X - Reversal.
- Y - Cancellation.
- Z - Partial issue, partial back order.
- H - Direct delivery receipt and issue completed.

A-27. RETAIN/EXCESS CODES. (DIC Z9 actions/deleting or decreasing maintenance level.)

- 1 - Retain.
- 2 - Excess.

A-28. SOURCE OF SUPPLY INDICATOR CODES. (Z7__ card)

- S - Local procurement.
- T - Army.
- U - DSA.
- V - GSA.

Appendix A--Continued

A-29. SPECIAL REPORT CODE.

1 - Enter "1" if for Southeast Asia (SEA) support.

A-30. STOCK NUMBER CHANGE CODES. (Maintenance support (ZPM card).)

1 - Stock number change--no substitutes.

2 - Substitutes.

3 - Stock number change and substitutes.

Blank - No stock number change and no substitutes.

A-31. STOCK NUMBER CODES.

1 - Federal stock number.

2 - Part number.

3 - North Atlantic Treaty Organization (NATO) stock number.

4 - Other.

A-32. STOCKAGE LIST CODES. Used as a basis for stockage of materiel.

F - Maintenance float.

M - Mission-essential support items.

P - Concurrent support items for support of new items.

Q - Sufficient demand for stockage.

R - Authorized mobilization reserves (theater SL only)

S - Standby item.

Z - Stockage based on three or more demands within 1 year as prescribed in paragraph 5-2, AR 711-16. For local use only.

A-33. STRATIFICATION CODES.

1 - Mission essential.

2 - Standby.

3 - Warehouse denials.

5 - Non-USAMC Installation Division, Army Stock Fund (AMCID, ASF) inventories.

8 - Unreported excess.

9 - Excess reported to LEAD in accordance with AMCR 755-9.

A - Nonstocked (nonstockage items).

A - Recurring demands (stockage items).

C - Contingency retention stocks.

D - Other.

H - Inventory temporarily in use.

- J - Consigned inventory.
- K - Mobilization reserve acquisition.
- M - Reported excess.
- R - Retention.

A-34. SUBSTRATIFICATION CODES.

- 1 - Level revision/level retention.
- 2 - Turn-in/deferred.
- 3 - Canceled.
- 4 - Nonstocked.

A-35. SUBSTITUTE PHRASE CODES. Indicates type of substitute in preceding substitute stock number field. (Appropriate interchangeable and substitutable (I&S) phrase codes are converted to one of the following codes.)

- H - Suitable substitute.
- J - Interchangeable with.
- Z - Conditional substitute.

A-36. TYPE-OF-CHANGE CODES. All unit-of-issue changes will also effect a price change, if appropriate.

- 00 - Delete.
- 09 - Add-a-record.
- 10 - New item.
- 11 - Reinstatement.
- 12 - Miscellaneous change.
- * 14 - Storage mission unit-of-issue change only.
(Acquisition advice code G, K, or L.)
- 15 - Unit-of-issue change, nonquantitative mission, and stock accounting. (B-bit in position 58 for mission unit-of-issue change only.)
- * 16 - Unit-of-issue change, quantitative adjustment to both mission and stock accounting unit of issue.
- 18 - Unit-of-issue change for stock accounting only.
- 80 - Stock number change or consolidation.
- 91 - Substitute stock numbers.

* Type-of-change codes 14, 15, and 16 will cause a mission (wholesale) unit-of-issue change.

A-37. TYPE-OF-INQUIRY CODES (DMIDF). (Mass only.)

- 1 - Specified balance from a specified stock number.
- 2 - All balance on specified stock number.
- 3 - All balances on specified stock numbers and all balances on substitute stock numbers.

Appendix A--Continued

A-38. TYPE-OF-INQUIRY CODES (DI/BO). (Applicable to mass and teleprocessing.)

- 1 - For all due-ins and back orders.
- 2 - For due-in action related to the document number specified.
- 3 - For back-order action related to the document number specified.
- 4 - For all due-ins related to the stock number specified.
- 5 - For all back orders related to the stock number specified.
- 6 - For all turn-ins related to the stock number specified.
- 7 - For all due-ins, back orders, and turn-ins related to the stock number specified.

A-39. TYPE-OF-RECORD CODES.

- 1 - Basic catalog data record with storage mission location/quality assurance segments.
- 4 - Identifies a record on the DMIDF that contains a stock number that has been changed to a new stock number.
- B - Basic catalog data record extended plus depot property accountable segments.
- C - Basic catalog data record extended plus storage mission location/quality assurance segments and depot property accountable segments.
- Blank - Blank when only the basic catalog data is established on the DMIDF.

A-40. TYPE-OF-SEGMENT CODES.

- 1 - Packaging data segment. Not used by the stock accounting processing.
- 2 - Storage mission location/quality assurance segment. Not used by the stock accounting processing.
- 3 - Depot property accountable segment.
- 4 - Depot property accountable segment at a secondary depot.
- 5 - Substitute segment.

Appendix A--Continued

A-41. STRATIFICATION EXCEPTION CODES. (Applicable to stratification reporting--chapter 12.)

- 1 - Due in plus on hand is not sufficient to cover back-order requirements.
- 2 - Due in plus on hand is not sufficient to cover the ROP.
- 3 - Due in plus on hand is not sufficient to cover the 90-day DML or RO for mission essential or standby.
- 4 - Dues in exist that are excess to acquisition requirements.
- 5 - On hand exists in segment 8 or 9 and there is an acquisition or retention requirement.
- 6 - There are serviceable assets on hand and back orders exist.
- 7 - Serviceable on hand, not identified as excess, exists above retention requirements.
- 8 - Unserviceable on hand exists that is not reflected in an excess segment.
- 9 - Stratification of this FSN included assets reflected in stratification segment 3 or J (warehouse denials and consigned inventory).

AMCR 725-9
Figure A-1

[illegible]

Figure A-1. Validation edit criteria chart.

Appendix B

CARD ALINEMENTS

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B-1. ADD-A-RECORD CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZNV."
Reserved	4-7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Financial inventory accounting code	(25-29)	
Commodity manager	25	Self-explanatory.
Appropriation and budget activity account code	26	Self-explanatory.
Management inventory segment code	27	Self-explanatory.
Blank	28-29	Leave blank.
Requisition source	30-32	Enter routing identifier code of supply source.
Class manager code	33-35	Enter routing identifier code of class manager. May be blank.
Reserved	36	Leave blank.
Reportable items control code	37	Enter appropriate code identified in appendix A. May be left blank, in which case enter "0" in the DMIDF.
Recoverability/ expendability code	38	Enter appropriate code identified in appendix A. May be left blank, in which case enter "X" in the DMIDF.
	39-40	Leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Special control item code	41	Enter appropriate code identified in appendix A. May be left blank, in which case enter "Ø" in the DMIDF.
Physical security classification and pilferage code	42	Enter appropriate code identified in appendix A. May be left blank, in which case enter "U" in the DMIDF.
Acquisition advice code	43	Enter appropriate code identified in appendix A.
Type-of-change code	44-45	Enter "Ø9."
Stock number code	46	Enter appropriate code identified in appendix A.
Phrase code	47	Enter appropriate phrase code; otherwise, leave blank.
Noun	48-57	Self-explanatory.
Reserved	58-60	Leave blank.
Auto return indicator	61	Enter "J" if automatic return item; otherwise, leave blank.
Production equipment indicator	62	Enter "K" if production equipment indicator; otherwise, leave blank.
Shelf-life code	63	Enter appropriate code identified in appendix A. May be left blank, in which case, enter "Ø" in the DMIDF.
Type-of-segment code	64	Enter "3" for parent depot or "4" for satellite depot.
Stratification code	65	Enter appropriate stratification code identified in appendix A. May be left blank, in which case enter "A" in the DMIDF.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Condition code	66	Enter appropriate condition code identified in appendix A. May be left blank, in which case enter "A" in the DMIDF.
Item grouping code	67	Enter appropriate item grouping code shown in appendix; otherwise, leave blank.
Returnable container indicator	68	Enter "L" if item will be received in a returnable container; otherwise, leave blank.
Capital equipment indicator	69	Enter "M" if item is capital equipment; otherwise, leave blank.
Can't-buy indicator	70	Enter "P" if item is local purchase but cannot be purchased locally; otherwise, leave blank.
Control/freeze code	71	Enter control/freeze code from appendix A; otherwise, leave blank.
Order ship time code	72	Enter order ship time code from appendix A.
Price signal code	73	Enter appropriate price signal code (AR 700-1).
Price	74-80	Enter published or estimated price.

Appendix B--Continued

B-2. BACK ORDER CORRECTION CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z6A--With FSN. Z6B--With part number. Z6E--With other.
Routing identifier code	4-6	Enter routing identifier code of local depot.
Action decision code	7	Enter one of the following codes, as applicable: "1"--Update DMIDF only. "2"--Update DI/BO record only. "3"--Update requisition control file (RCF) record only. Blank--Update back order quantity in the DMIDF, RCF, and DI/BO record.
Stock number	8-22	Enter stock number from original back order.
Unit of issue	23-24	Enter unit of issue from original back order.
Quantity	25-29	Enter quantity to be adjusted; an "11" punch in card column 29 for reversal action.
Document number	30-43	Enter document number from original back order.
Demand code	44	Self-explanatory.
Supplementary address	45-50	Enter supplementary address from original back order.
Signal code	51	Enter signal code from original back order.
Fund code	52-53	Enter fund code from original back order.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Enter delivery point code from original back order.
Project code	57-59	Enter project code from original back order.
Priority code	60-61	Enter priority code from original back order.
Required delivery date	62-64	Enter required delivery date from original back order.
Advice code	65-66	Self-explanatory.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for Southeast Asia (SEA) support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Enter stratification code from original back order.
Condition code	71	Enter constant "A."
Edit code	72	Enter edit code from original back order.
Blank	73-80	Leave blank.

Appendix B--Continued

B-3. BACK ORDER TRANSACTION CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "DG_."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter appropriate expendability code.
Federal stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Demand code	44	Self-explanatory.
Service code	45	Self-explanatory.
Program control number or cost center code	46-50	Self-explanatory.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Enter delivery point code.
Project code	57-59	Self-explanatory.
Priority code	60-61	Self-explanatory.
Consumption code	62	Self-explanatory.
Property book code	63-64	Self-explanatory.
Advice code	65-66	Self-explanatory.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Self-explanatory.
Blank	73-80	Leave blank.

Appendix B--Continued

B-4. CANCELLATION CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: AC1--By requisitioner. AC2--By supplementary address.
Routing identifier code	4-6	Duplicate from original requisition.
Media and status code	7	Duplicate from original requisition.
Stock number	8-22	Duplicate from original requisition.
Unit of issue	23-24	Duplicate from original requisition.
Quantity	25-29	Enter quantity on which cancellation is desired.
Document number	30-43	Duplicate from original requisition.
Suffix or demand code	44	Duplicate from original requisition.
Supplementary address	45-50	Duplicate from original requisition.
Signal code	51	Duplicate from original requisition.
Fund code	52-53	Duplicate from original requisition.
Distribution code	54-56	Leave blank.
Project code	57-59	Duplicate from original requisition.
Priority code	60-61	Duplicate from original requisition.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
All other fields	62-80	When supply status has been received, enter data from card columns 62 through 80 of supply status card. When supply status has not been received, enter data from card columns 62 through 66 of origi- nal requisitions.

Appendix B--Continued

B-5. CUSTOMER ADVICE CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZEA."
Routing identifier code	4-6	Enter routing identifier code of local depot.
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Enter customer's document number.
Demand code	44	Blank.
Program control number or cost center code	45-50	Self-explanatory.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Self-explanatory.
Project code	57-59	Self-explanatory.
Priority code	60-61	Self-explanatory.
Consumption code	62	Self-explanatory.
Property book code	63-64	Self-explanatory.
Advice/status code	65-66	Self-explanatory.
Document number	67-80	Enter off-post document number.

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B-6. DEMAND DATA HISTORY ADJUSTMENT CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZD7."
Routing identifier code	4-6	Enter first two digits of parent depot designation in card columns 4 and 5; a zero in card column 6.
Blank	7	Leave blank.
Federal stock number or part number	8-22	Self-explanatory.
Date established	(23-26)	
Month	23-24	Enter a numeric digit to designate the month.
Year	25-26	Enter last two digits of the year.
Number of demands add or delete code	27	Enter one of the following codes, as applicable: "A"--Add. "D"--Delete. Blank--No change.
Number of demands	28-30	Self-explanatory.
Quantity of demands add or delete code	31	Enter one of the following codes, as applicable: "A"--Add. "D"--Delete. Blank--No change.
Quantity of demands	32-37	Self-explanatory.
Date established	(38-41)	
Month	38-39	Enter numeric digits to designate the month.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Year	40-41	Enter last two digits of the year.
Number of demands add or delete code	42	Enter one of the following codes, as applicable: "A"--Add. "D"--Delete. Blank--No change.
Number of demands	43-45	Self-explanatory.
Quantity of demands add or delete code	46	Enter one of the following codes, as applicable: "A"--Add. "D"--Delete. Blank--No change.
Quantity of demands	47-52	Self-explanatory.
Date established	(53-56)	
Month	53-54	Enter a numeric digit to designate the month.
Year	55-56	Enter the last two digits of the year.
Number of demands add or delete code	57	Enter one of the following codes, as applicable: "A"--Add. "D"--Delete. Blank--No change.
Number of demands	58-60	Self-explanatory.
Quantity of demands add or delete code	61	
Quantity of demands	62-67	
Blank	68-80	

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B-7. DEMAND DATA HISTORY INQUIRY CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZTJ."
Routing identifier code	4-6	Enter first two digits of parent depot designation in card columns 4 and 5; a zero in card column 6.
Blank	7	Leave blank.
Federal stock number or part number	8-22	Self-explanatory.
Blank	23-35	Leave blank.
Requester code	36-40	Self-explanatory.
Blank	41-80	Leave blank.

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B-8. DETAIL REPORTING DATA INQUIRY CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZTT."
Blank	4	Leave blank.
Fund code	5	Enter one of the following codes, as applicable: 1--PEMA. 2--Stock fund. 3--OMA.
Blank	6	Leave blank.
Material category code	7	Self-explanatory.
Blank	8	Leave blank.
Line number	(9-12)	
	9-10	Enter vertical line number corresponding to data element requested.
	11	Leave blank.
	12	Enter horizontal alpha code to identify specific data element requested on vertical line.
Blank	13-14	Leave blank.
Extended dollar value	15-25	Enter minimum line-item-dollar value to be printed.
Blank	25-80	Leave blank.

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B-9. DIRECT DELIVERY ESTABLISHMENT CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z7A--Domestic shipment with FSN. Z7B--Domestic shipment with part number. Z7C--Domestic shipment with NATO stock number. Z7D--Domestic shipment with other. Z7E--Domestic shipment with exception data.
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter expendability code.
Stock number	8-22	Enter stock number shown on original request for issue.
Unit of issue	23-24	Enter unit of issue shown on request for issue.
Quantity	25-29	Enter quantity shown on request for issue.
Document number	30-43	Enter customer's document number as shown on request for issue.
Demand code	44	Enter demand code as shown on request for issue.
Supplementary address	45-50	Enter program control number or the cost center code as shown on request for issue.
Signal code	51	Enter signal code as shown on request for issue.
Fund code	52-53	Enter fund code as shown on request for issue.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Enter delivery point code as shown on request for issue.
Project code	57-59	Enter project code as shown on request for issue.
Priority code	60-61	Enter priority code as shown on request for issue.
Required delivery date	62-64	Enter consumption code in card column 62 when shown on request for issue. Enter property book code in card columns 63 and 64 when shown on request for issue.
Advice code	65-66	Enter advice code as shown on request for issue.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if appropriate; otherwise, leave blank.
Stratification code	70	Enter stratification code shown on request for issue.
Condition code	71	Enter condition code shown on request for issue.
Edit code	72	Self-explanatory.
Supply source indicator	73	Enter one of the following codes to identify the source of supply: S--Local procurement. T--Army. U--Defense Supply Agency (DSA). V--General Services Administration (GSA).

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Off-post document number	(74-80)	
Date	74-76	Enter date off-post document was initiated.
Serial number	77-80	Enter serial number assigned to off-post document.

Note. Edit code D will be used in card column 72 when all documentation has been prepared off-line. An "11" overpunch will be used in card column 80 to denote off-line preparation of purchase request.

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B-10. DIRECT DELIVERY SHIPMENT CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZS1."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity of item requisitioned.
Document number	30-43	Enter document number assigned to off-post requisition.
Demand/suffix code	44	Self-explanatory.
Supplementary address	45-50	Enter program control number or cost center code as shown on request for issue.
Signal code	51	Enter signal code reflected on request for issue.
Fund code	52-53	Enter customer's fund code reflected on request for issue.
Distribution code	54-56	Enter delivery point code as reflected on request for issue.
Project code	57-59	Enter project code as reflected on request for issue.
Customer document number	60-73	Enter customer's document number as reflected on request for issue.
Unit price	74-80	Enter unit price as reflected on the DMIDF.

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B-11. DMIDF MASS INQUIRY CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Constant "ZCG."
Blank	4-6	Leave blank.
Type-of-inquiry code	7	Enter one of the following codes, as applicable: 1--Specified record--specified stock number. 2--All records on specified stock number. 3--All records on specified stock number and all records on all substitute stock numbers.
Stock number	8-22	Self-explanatory.
Blank	23	Leave blank.
Type-of-segment code	24	Enter one of the following codes, as applicable: 1--Leave blank for type-of-inquiry code 3. 2--Enter a "3" for parent depot records. 3--Enter a "4" for satellite depot records.
Owner/stratification code	25	Enter appropriate stratification code for type-of-inquiry code 1; otherwise, leave blank.
Condition code	26	Enter appropriate condition code for type-of-inquiry code 1; otherwise, leave blank.
Blank	27-35	Leave blank.
Requester code	36-40	Enter "DP" in first two positions; third through fifth positions are locally assigned for control purposes. (For

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
		exception, see app A, requester codes, which are assigned by programs.)
Blank	41-80	Leave blank.

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B-12. DOCUMENT INDICATING FUND AVAILABILITY (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZPR."
Routing identifier code	4-6	Enter routing identifier code of local depot.
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
90-day level	25-29	Enter 90-day level quantity or increased quantity.
Document number	30-43	Self-explanatory.
Suffix code	44	Self-explanatory.
Program control number	45-50	Self-explanatory.
Blank	51	Leave blank.
Fund code	52-53	Self-explanatory.
Total level	54-58	Enter total level quantity or amount of increase.
Blank	59	Leave blank.
Priority code	60-61	Self-explanatory.
Project code	62-64	Self-explanatory.
Advice code	65-66	Self-explanatory.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for southeast (SEA) support; otherwise, leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Level change code	72	Enter one of the following codes, as applicable: 1--No level change. 2--Increase levels. 3--Reactivated deferred program. Blank--Initial requirement.
Blank	73-80	Leave blank.

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B-13. DUE-IN CORRECTION CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z1S--From procurement. Z1T--From Army supplier. Z1U--From DSA supplier. Z1V--From GSA or other supplier
Routing identifier code	4-6	Enter the routing identifier code for the supply source.
Action decision code	7	Enter one of the following codes, as applicable: 1--Update DMIDF only. 2--Update DI/BO only. 3--Update requisition control file only. 4--Increase or decrease to quantity procured. Blank--Update back order quantity in the DMIDF, RCF, and DI/BO. M--Contract canceled completely
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity to be adjusted. An "11" punch in card column 29 for reversal action.
Document number	30-43	Enter document number from the due-in.
Suffix code	44	Enter demand code from the due-in.
Supplementary address	45-50	Enter supplementary address, if applicable.
Signal code	51	Enter signal code from the due-in.
Fund code	52-53	Enter fund code from the due-in.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Leave blank.
Project code	57-59	Enter project code, if applicable.
Priority code	60-61	Enter priority code from the due-in.
Required delivery date	62-64	Leave blank.
Advice code	65-66	Enter advice code, if applicable.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Enter stratification code from the due-in.
Condition code	71	Enter constant "A."
Edit code	72	Self-explanatory.
Blank	73-80	Leave blank.

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B-14. DUE-IN ESTABLISHED (OTHER THAN PROCUREMENT INSTRUMENT SOURCE) CARD (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: DFT--For requisitioning from Army ICP. DFU--For requisitioning from DSA activities. DFV--For requisitioning from GSA supply points.
Routing identifier code	4-6	Enter routing identifier code of supply source.
Media and status code	7	Enter appropriate media and status code. Use "S" for regular replenishment.
Stock number	8-22	Enter stock number from DMIDF.
Unit of issue	23-24	Enter unit of issue from DMIDF.
Quantity	25-29	Enter quantity required. When determined by net requirements program, enter quantity up to the next higher unit pack, if available.
Document number	30-43	Enter document number using parent depot account number.
Suffix code	44	Self-explanatory.
Supplementary address	45-50	Enter supplementary address code, if applicable.
Signal code	51	Enter one of the following codes, as applicable: A--When budget code 2 is cited for the item on the DMIDF. D--For any budget code other than "2." J and M--For satellite activities.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Fund code	52-53	If the item is budget code 2 on the DMIDF, enter material category code plus "R." If budget code is other than "2," enter "GA."
Distribution code	54-56	Leave blank.
Project code	57-59	For net requirements actions enter "ZCN" to identify depot maintenance (DM) requirements.
Priority designator code	60-61	Self-explanatory.
Required delivery date	62-64	Leave blank.
Advice code	65-66	Enter advice code, if applicable.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Leave blank or when document number assignment is desired by computer processing, enter a "G" in this field and leave document number field blank.
Blank	73	Leave blank.
Unit price	74-80	Enter unit price cited on DMIDF.

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B-15. DUE-IN ESTABLISHED (PROCUREMENT INSTRUMENT SOURCE)
CARD (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "DDS."
Routing identifier code	4-6	Enter routing identifier code of supply source.
Media and status code	7	Enter appropriate media and status code. For replenishment actions, use a constant "S."
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Demand code	44	Self-explanatory.
Supplementary address/program control number or YSALTI	45-50	Enter supplementary address, program control number, or YSALTI, as appropriate.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Enter appropriate distribution code or leave blank.
Project code	57-59	Enter applicable project code or leave blank.
Priority code	60-61	Self-explanatory.
Required delivery date	62-64	Leave blank.
Advice code	65-66	Enter applicable advice code or leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	67	Leave blank.
Special report code	68	Enter "1" if SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Enter edit code, if applicable.
Blank	73	Leave blank.
Unit price	74-80	Self-explanatory.

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B-16. EXCESS NOTICE CARD (INPUT) (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Constant "ZKA" (from "ZKA" output).
Routing identifier code	4-6	Enter routing identifier code of parent depot (from "ZKA" output).
Disposition code	7	Enter one of the following codes, as applicable: 1--Automatic return items (report). 2--Automatic return items (ship). 3--Report to supply source. 4--Item to be shipped to the property disposal office.
Federal stock number or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Control number	(30-37)	(From "ZKA" output.)
Date	30-33	Enter last digit of current year and Julian date card was prepared.
Serial number	34-37	Enter a 4-digit serial number beginning with 0001 through 9999 each day.
Excess advice code	38-40	Enter one of the following codes, as applicable: Disposition codes 1, 2, and 3-- Army--Enter "RDD," "CRS," "CMR," "EXP," "ARI." DSA--Enter "RDD" or "CRS." GSA--Enter "RDD." Disposition code 4, leave blank.
Priority code	41-42	Leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Warehouse location	43-51	Enter location of materiel as shown on DMIDF (from "ZKA" output).
Extended value	52-59	Self-explanatory.
Materiel category code	60	Self-explanatory (from ZKA output).
Report code	61	Enter applicable report code (from "ZKA" output).
Project code	62-64	Leave blank.
Blank	65	Leave blank.
Edit code	66	Enter one of the following codes, as applicable; Disposition codes 1, 2, and 3, leave blank. Disposition code 4, enter appropriate code.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank (from "ZKA" output).
Stratification code	70	Self-explanatory (from "ZKA" output).
Condition code	71	Enter condition code as shown in DMIDF (from "ZKA" output).
Materiel return code/GSA numeric region	72-73	Enter appropriate materiel return code as directed by supply source or GSA numeric region; otherwise, leave blank.
Materiel condition code	74	Enter excess condition code as listed in AR 755-1.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Routing identifier code	75-77	Enter routing identifier code of storage depot; otherwise, leave blank.
Routing identifier code	78-80	Enter routing identifier code of supply source (from "ZKA" output).

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B-17. EXCESS NOTICE CARD (OUTPUT) (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Constant "ZKA."
Routing identifier code	4-6	Constant routing identifier code of local depot.
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Control number	(30-37)	
Julian date	30-33	Enter last digit of current year, and the Julian date card was prepared.
Serial number	34-37	Enter a 4-digit serial number beginning with 0001 through 9999 each day.
Blank	38-42	Leave blank.
Warehouse location	43-51	Self-explanatory.
Extended dollar value	52-59	Self-explanatory.
Materiel category code	60	Self-explanatory.
Report code	61	Enter one of the following codes, if applicable: 1--Automatic return item. A--Automatic return item and Letterkenny Army Depot (LEAD). 2--Supply status "2" items (S9G). B--Supply status "2" items (S9G) and LEAD. 3--Supply status "2" items (non-S9G).

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B-18. FOLLOWUP ANSWER (ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZA1--To requisitioner. ZA2--To supplementary address.
Routing identifier code (From)	4-6	Enter routing identifier code of parent depot.
Expendability code	7	Enter expendability code as shown on requisition.
Stock number	8-22	Enter stock number to which status is applicable.
Unit of issue	23-24	Enter unit of issue applicable to stock number.
Quantity	25-29	Enter quantity of item for which supply status is being furnished.
Document number	30-43	Enter document number as shown on request for followup.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on request for followup.
Signal code	51	Enter signal code as shown on request for followup.
Fund code	52-53	Enter fund code as shown on request for followup.
Distribution code	54-56	Enter delivery point code as shown on request for followup.
Project code	57-59	Enter project code as shown on request for followup.
Priority code	60-61	Enter priority code as shown on request for followup.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Estimated availability date	62-64	Enter numerical day of the year when it is estimated materiel will be released by supply source.
Status code	65-66	Enter appropriate status code to convey information regarding status of requisition.
Routing identi- fier code	67-69	Enter routing identifier code of last known source to which authorized followup action will be directed.
Blank	70	Leave blank.
Transaction date	71-73	Enter consecutive calendar day of the year on which supply decision was made.
Unit price	74-80	Enter unit price of stock or part number shown in card col- umns 8 through 22.

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B-19. FOLLOWUP CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: AF1--By requisitioner. AF2--By supplementary address.
Routing identifier code	4-6	Duplicate from original requisition or last supply status card.
Media and status code	7	Duplicate from original requisition or last supply status card.
Stock number	8-22	Duplicate from original requisition or last supply status card.
Unit of issue	23-24	Duplicate from original requisition or last supply status card.
Quantity	25-29	Duplicate from original requisition or last supply status card.
Document number	30-43	Duplicate from original requisition or last supply status card.
Demand/suffix code	44	Duplicate demand code from original requisition.
Supplementary address	45-50	Duplicate from original requisition or last supply status card.
Signal code	51	Duplicate from requisition or last card.
Fund code	52-53	Duplicate from requisition or last card.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Duplicate from original requisition or last supply status card.
Project code	57-59	Duplicate from original requisition or last supply status card.
Priority code	60-61	Duplicate from original requisition or last supply status card.
Required delivery date/estimated availability date	62-64	Duplicate required delivery date from original requisition or estimated availability date from last supply status card.
Advice/status code	65-66	Duplicate advice code from original requisition or status code from last supply status card.
Routing identifier code	67-69	Duplicate from last supply status card; if status has not been received, leave blank.
Blank	70	Leave blank.
Transaction date	71-73	Duplicate from last supply status card; if status has not been received, leave blank.
Unit price	74-80	Duplicate from last supply status card; if status has not been received, leave blank.

Appendix B--Continued

B-20. FOLLOWUP CARD (ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following, as applicable: ZF1--By requisitioner. ZF2--By supplementary address.
Routing identifier code	4-6	Duplicate from original issue request or last supply status card.
Media and status code	7	Duplicate from original issue request or last supply status card.
Stock number	8-22	Duplicate from original issue request or last supply status card.
Unit of issue	23-24	Duplicate from original issue request or last supply status card.
Quantity	25-29	Duplicate from original issue request or last supply status card.
Document number	30-43	Duplicate from original issue request or last supply status card.
Demand/suffix code	44	Duplicate demand code from original issue request.
Supplementary address	45-50	Duplicate from original issue request or last supply status card.
Signal code	51	Duplicate from original issue request or last supply status card.
Fund code	52-53	Duplicate from original issue request or last supply status card.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Duplicate from original issue request or last supply status card.
Project code	57-59	Duplicate from original issue request or last supply status card.
Priority code	60-61	Duplicate from original issue request or last supply status card.
Required delivery date/estimated availability date	62-64	Duplicate from original issue request or estimated availability date from last supply status card.
Advice/status code	65-66	Duplicate advice code from original issue request or status code from last supply status card.
Routing identifier code	67-69	Duplicate from last supply status card; if status has not been received, leave blank.
Blank	70	Leave blank.
Transaction date	71-73	Duplicate from last supply status card; if status has not been received, leave blank.
Unit price	74-80	Duplicate from last supply status card; if status has not been received, leave blank.

Appendix B--Continued

B-21. ITEM DATA RESEARCH CARD (FOR TYPE 4 CHANGE TO RECORD)
(GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZLD."
Decision code	4-6	Self-explanatory.
Type-of-record code	7	Enter "4."
Old stock number	8-22	Enter "change from" stock number.
Blank	23-30	Leave blank.
Commodity manager code	31	Enter major materiel category and inventory manager, NICP, or ACMA code.
Blank	32-50	Leave blank.
Effective date of change notice	51-54	Self-explanatory.
Blank	55-62	Leave blank.
New stock number	63-77	Enter "change to" stock number.
Blank	78-80	Leave blank.

Appendix B--Continued

B-22. ITEM DATA RESEARCH CARD (FOR OTHER THAN TYPE 4 CHANGE TO RECORD) (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZLD."
Decision code	4-6	Self-explanatory.
Type-of-record code	7	Enter type-of-record code 1, B, or C, as appropriate.
Stock number	8-22	Self-explanatory.
Stock number code	23	Self-explanatory.
Unit of issue	24-25	Self-explanatory.
Blank	26-27	Leave blank.
Shelf-life code	28	Self-explanatory.
Acquisition advice code	29	Self-explanatory.
Blank	30	Leave blank.
Financial inventory accounting (FIA) code	(31-33)	Self-explanatory.
Major materiel category code	31	
Appropriation and budget activity account code	32	
Management inventory segment code	33	
Blank	34-35	Leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Unit price	36-44	Enter published or estimated standard price.
Recovery/expense-ability code	45	Self-explanatory.
Special control item code	46	Self-explanatory.
Routing identifier code	47-49	Enter routing identifier code of supply source.
Blank	50-53	Leave blank.
Reportable item control code	54	Self-explanatory.
Blank	55-60	Leave blank.
Item physical security classification code	61	Self-explanatory.
Noun	62-71	Self-explanatory.
Blank	72-79	Leave blank.
Number of substitutes	80	Self-explanatory.

Appendix B--Continued

B-23. LEVEL ADJUSTMENT (DEBIT) CARD (DD FORM 1487)

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "Z8A."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Blank	7	Leave blank.
Stock or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Requisitioning objective	25-29	For establishment, enter requisitioning objective quantity. To increase existing quantity, enter amount of increase.
Document number	30-43	Self-explanatory.
Blank	44	Leave blank.
Program control number/cost center code	45-50	Enter PCN or cost center code. May be blank.
Blank	51	Leave blank.
Blank	52-53	Leave blank.
Reorder point or total level quantity	54-58	For establishment, enter reorder point quantity or total level quantity, as appropriate. To increase existing quantity, enter amount of increase.
Blank	59-67	Leave blank.
Special report code	68	Enter a "1" if for SEA support; otherwise, leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Blank	72	Leave blank.
Stockage code	73	Enter applicable stockage code or leave blank.
Blank	74	Leave blank.
Control/freeze code	75	Enter control/freeze code 2 or 5 only if appropriate.
Blank	76-80	Leave blank.

Appendix B--Continued

B-24. LEVEL ADJUSTMENT (CREDIT) CARD (DD FORM 1487).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "Z9A."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Blank	7	Leave blank.
Stock or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Requisitioning objective or 90-day level decrease quantity	25-29	Enter quantity by which requisitioning objective quantity or 90-day level quantity will be decreased.
Document number	30-43	Self-explanatory.
Level decrease code	44	Enter one of the following codes when input is against stratification code "D"; otherwise, leave blank. 1--ICP cancellation. 2--Depot cancellation. 3--Deferred by the ICP. 4--Deferred due to lack of repair parts. 5--Deferred due to lack of reparable assets. 6--Deferred--other. 7--Changed to stockage item.
Program control number/cost center code	45-50	Enter PCN or cost center code. May be blank.
Retain/excess code	51	Enter one of the following codes when input is against stratification code D, and card column 44 contains a "1" or "2"; otherwise, leave blank. 1--Retain. 2--Excess.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	52-53	Leave blank.
Reorder point or total level decrease quantity	54-58	Enter quantity by which the reorder point quantity or total level quantity is to be decreased.
Blank	59-67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Blank	72	Leave blank.
Stockage code	73	Leave blank.
Blank	74	Leave blank.
Control/freeze deletion code	75	Enter a "D" when control/freeze code 2 or 5 is to be deleted; otherwise, leave blank. (Used only when input is for stratification code A.)
Blank	76-80	Leave blank.

Appendix B--Continued

B-25. MANAGER NOTIFICATION CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZNX."
Decision code	4-6	Self-explanatory.
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity required	25-29	Self-explanatory.
Substock number	30-44	Self-explanatory.
Due-in quantity	45-50	Enter quantity due in in excess of requirement.
Blank	51-59	Leave blank.
On-hand quantity	60-66	Self-explanatory.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Blank	72-80	Leave blank.

Appendix B--Continued

B-26. MASS DMIDF INQUIRY CONTROL CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Constant "ZCH."
Low-order position of FSN field	4-5	Identifies first position of stock number in deck of cards to be inquired.
Size of stock number	6-7	Number of digits allocated to stock number field in deck of cards to be inquired (e.g., "11," "15").
Type-of-inquiry code	8	Enter "2" only.
Requester code	9-13	Self-explanatory.
Blank	14-80	Leave blank.

Appendix B--Continued

B-27. MASS INQUIRY CARD--INPUT TO DI/BO (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stock number	1-15	Self-explanatory.
Document number	16-29	Enter document number of record being interrogated for inquiry codes 2 and 3 only; otherwise, leave blank.
Blank	30-31	Leave blank.
Inquiry code	32	Self-explanatory.
Blank	33-35	Leave blank.
Requester code	36-40	Enter "DP" in first two positions; the third through fifth positions are assigned locally.
Blank	41-69	Leave blank.
Card indicator	70	Enter "12" overpunch.
Blank	71-73	Leave blank.
Quantity	74-80	Enter quantity, if applicable; otherwise, leave blank.

Appendix B--Continued

B-28. MASS INQUIRY CARD--INPUT TO DMIDF (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stock number	1-15	Self-explanatory.
Blank	16-20	Leave blank.
Type-of-segment code	21	Enter one of the following codes, as applicable: 3--For depot stocks. 4--For satellite depot stocks. When type-of-segment code 3 or 4 is requested, use type-of-inquiry code 1 or A. Blank--Both depot and satellite depot stocks.
Managerial segment code	22	When specific managerial segment is requested, use type-of-inquiry code 1 or A; otherwise, leave blank.
Blank	23-24	Leave blank.
Condition code	25	Enter type-of-inquiry code 1 or A; otherwise, leave blank.
Blank	26-29	Leave blank.
Type-of-inquiry code	30	Enter one of the following codes, as applicable: 1--Specified records--specified stock number. 2--All records on specified stock number. 3--All records on specified stock number and all records on substitute stock numbers. A--Same as "1" with field service (wholesale balance(s)). B--Same as 2 with field service (wholesale) balance(s). C--Same as 3 with field service (wholesale) balance(s).
Blank	31-35	Leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Requester code	36-40	Enter "DP" in first two positions; third through fifth positions are assigned locally.
Blank	41-69	Leave blank.
Card indicator	70	Enter "11" overpunch.
Blank	71-80	Leave blank.

Appendix B--Continued

B-29. MASS INQUIRY CARD--INPUT TO RCF (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation-</u>
Blank	1-15	Leave blank.
Document number	16-29	Enter document number of record being interrogated.
Blank	30-31	Leave blank.
Inquiry code	32	Enter "9."
Blank	33-35	Leave blank.
Requester code	36-40	Enter "DP" in first two positions; third through fifth positions are assigned locally.
Blank	41-69	Leave blank.
Card indicator	70	Enter "12" overpunch.
Blank	71-80	Leave blank.

Appendix B--Continued

B-30. MATERIEL ADJUSTMENT CARD (DD FORM 1487).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	<p>Enter one of the following codes, as applicable: D8--Increase (debit) adjustment D9--Decrease (credit) adjustment.</p> <p>Assign the third digit from one of the following codes: A--For materiel gains/losses disclosed as a result of physical inventory. B--For materiel gains/losses resulting from clerical or mechanical error. C--For materiel gains/losses resulting from condition reclassification actions. D--For materiel gains/losses resulting from stratification code transfers. E--For materiel gains/losses resulting from gain of non-stock fund item management responsibility (logistical transfer-gain). F--For materiel gains/losses to a stock fund or stock fund division at time of activation or subsequent extension/expansion (capitalization). G--For materiel losses resulting from shrinkage, theft, contamination, and deterioration. H--For materiel losses resulting from major fire, enemy action, act of God, etc. Z--For other gains/losses not specified above (includes gains due to catalog changes)</p>
Routing identifier code	4-6	Enter routing identifier code of parent depot.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Suffix code	44	Leave blank.
Program control number	45-50	Enter applicable program control number, or leave blank.
Blank	51-67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Self-explanatory.
Blank	73	Leave blank.
Substratification code	74	Enter one of the following codes if stratification code is "8," "9," "M," or "R"; otherwise, leave blank. 1--Level revision/level retention. 2--Turn-in/deferred. 3--Canceled. 4--Nonstocked.
Blank	75-80	Leave blank.

Appendix B--Continued

B-31. MATERIEL ADJUSTMENT (DUAL) CARD (DD FORM 1487) (DIC DAC).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "DAC."
Routing identifier code	4-6	Enter routing identifier code of local depot.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number of item being transferred.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity of item being transferred.
Document number	30-43	Self-explanatory.
Blank	44	Leave blank.
Program control number	45-50	Enter program control number if deferred or canceled; otherwise, leave blank.
Blank	51-63	Leave blank.
Substratification code (To)	64	Enter one of the following codes, as applicable: 1--Level revision/level retention. 2--Turn-in/deferred. 3--Canceled. 4--Nonstocked. (Applicable only to stratification code 8, 9, R, or M.)
Stratification code	65	Enter stratification code item is currently in (must be same as card colm 70). Enter condition code to which item is being transferred. Leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code (From)	70	Enter stratification code item is currently in (must be same as card colm 65).
Condition code (From)	71	Enter condition code item is currently in.
Edit code	72	Self-explanatory.
Blank	73	Leave blank.
Substratification code (From)	74	Enter one of the following codes, as applicable: 1--Level revision/level retention. 2--Turn-in/deferred. 3--Canceled. 4--Nonstocked.
Blank	75-80	Leave blank.

Appendix B--Continued

B-32. MATERIEL ADJUSTMENT (DUAL) CARD (DD FORM 1487)(DIC DAD).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "DAD."
Routing identifier code	4-6	Enter routing identifier code of local depot.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number of item being transferred.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity of item being transferred.
Document number	30-43	Self-explanatory.
Blank	44	Leave blank.
Program control number	45-50	Enter program control number if deferred or canceled; otherwise leave blank.
Blank	51-63	Leave blank.
Substratification code (To)	64	Enter one of the following codes, as applicable: 1--Level revision/level retention. 2--Turn-in/deferred. 3--Canceled. 4--Nonstocked. (Applicable only to stratification code 8, 9, R, or M.)
Stratification code (To)	65	Enter stratification code to which item is being transferred.
Condition code (To)	66	Enter condition code item is currently in (must be same as card column 71).
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code (From)	70	Enter stratification code item is currently in.
Condition code (From)	71	Enter condition code from which item is being transferred.
Edit code	72	Self-explanatory.
Blank	73	Leave blank.
Substratification code (From)	74	Enter one of the following codes if stratification code is "8," "9," "M," or "R"; otherwise, leave blank. 1--Level revision/level retention. 2--Turn-in/deferred. 3--Canceled. 4--Nonstocked.
Blank	75-80	Leave blank.

Appendix B--Continued

B-33. MATERIEL RECEIPT DOCUMENT (OTHER THAN PROCUREMENT INSTRUMENT SOURCE) (DD FORM 1486).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: D6T--Receipts of materiel purchased from own service/agency. D6U--Receipts of materiel purchased from another DOD agency. D6V--Receipts of materiel purchased from a non-DOD Federal agency.
Routing identifier code	4-6	Enter routing identifier code of local depot.
Receipt status code	7	Enter direct delivery code "D," or leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity received.
Document number	30-43	Self-explanatory.
Suffix code	44	Leave blank.
Supplementary address	45-50	Leave blank.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Self-explanatory.
Project code	57-59	Self-explanatory.
Priority code	60-61	Enter priority code as shown on requisition.

Appendix B--Continued

<u>field legend</u>	<u>Card columns</u>	<u>Explanation</u>
required delivery date	62-64	Enter date materiel is received.
return advice code	65-66	Enter one of the following discrepancy codes if input is to stratification segment code J; otherwise, leave blank: 15--Unacceptable overage. 16--Unacceptable substitute. 17--Canceled requisition (confirmed only). 21--Damaged shipment. 22--Erroneous materiel received. 24--Latent defects. 25--Unacceptable duplicate.
Blank	67	Leave blank.
special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
stratification code	70	Self-explanatory.
condition code	71	Self-explanatory.
edit code	72	Enter one of the following codes, as applicable: B--Acceptable overage. F--Acceptable shortage. A--Stock number received is different than stock number ordered and is acceptable. P--Receipt not due in and is acceptable. H--Substitute/shortage and final. J--Substitute/overage and acceptable.
Blank	73	Leave blank.
Unit price	74-80	Self-explanatory.

Appendix B--Continued

B-34. MATERIEL RECEIPT DOCUMENT (PROCUREMENT INSTRUMENT SOURCE) (DD FORM 1486).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "D4S."
Routing identifier code	4-6	Enter routing identifier code of local depot.
Receipt status code	7	Enter direct delivery code D, or leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity received.
Document number	30-43	Self-explanatory.
Suffix code	44	Enter suffix code when requisitioned quantity is divided into separate supply actions; otherwise, leave blank.
Supplementary address	45-50	Enter appropriate purchase order number.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Self-explanatory.
de	57-59	Self-explanatory.
code	60-61	Self-explanatory.
e- e	62-64	Enter date materiel is received.
ice code	65-66	Leave blank.
	67	Leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Enter one of the following codes, as applicable: B--Acceptable overage. F--Acceptable shortage. A--Stock number received is different than stock number ordered and is acceptable. P--Receipt not due in and is acceptable. H--Substitute/shortage and final. J--Substitute/overage and acceptable.
Blank	73	Leave blank.
Unit price	74-80	Self-explanatory.

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B-35. MATERIEL RELEASE DENIAL CARD (ON DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z2A--Federal stock number. Z2B--Part number. Z2D--Other. Z2E--Exception data.
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter code as shown on DD Form 1348-1.
Stock or part number	8-22	Enter number as shown on DD Form 1348-1.
Unit of issue	23-24	Enter data as shown on DD Form 1348-1.
Quantity	25-29	Enter quantity denied.
Document number	30-43	Enter data as shown on DD Form 1348-1.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter data shown on DD Form 1348-1.
Signal code	51	Enter code shown on DD Form 1348-1.
Fund code	52-53	Enter code shown on DD Form 1348-1.
Distribution code	54-56	Enter code shown on DD Form 1348-1.
code	57-59	Enter code shown on DD Form 1348-1.
le	60-61	Enter code shown on DD Form 1348-1.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Consumption code	62	Enter code shown on DD Form 1348-1.
Property book code	63-64	Enter property book code shown on DD Form 1348-1.
Advice code	65-66	Enter code shown on DD Form 1348-1.
Blank	67	Leave blank.
Special report code	68	Enter code shown on DD Form 1348-1.
Satellite depot code	69	Enter satellite depot code when denial is prepared by satellite activity; otherwise, leave blank.
Stratification code	70	Enter code shown on DD Form 1348-1.
Condition code	71	Enter code shown on DD Form 1348-1.
Edit code	72	Enter code shown on DD Form 1348-1.
Blank	73	Leave blank.
Unit price	74-80	Enter unit price shown on DD Form 1348-1.

Appendix B--Continued

B-36. MATERIAL RELEASE DENIAL CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: A6A--Domestic shipment with FSN. A6B--Domestic shipment with part number. A6C--Domestic shipment with NATO stock number. A6D--Domestic shipment with other. A6E--Domestic shipment with exception data.
Routing identifier code	4-6	Enter code as indicated in card columns 67 through 69 of the materiel release order (MRO), which is code of accountable point that originated the MRO.
Media and status code	7	Enter media and status code as shown on MRO.
Stock number	8-22	Enter stock number as shown on MRO.
Unit of issue	23-24	Enter unit of issue as shown on MRO.
Quantity	25-29	Enter quantity denied.
Document number	30-43	Enter document number as shown on MRO.
Suffix code	44	Enter suffix code as shown on MRO.
tary	45-50	Enter supplementary address as shown on MRO.
	51	Enter signal code as shown on MRO.
	52-53	Enter fund code as shown on MRO.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Enter distribution code as shown on MRO.
Project code	57-59	Enter project code as shown on MRO.
Priority code	60-61	Enter priority code as shown on MRO.
Required delivery date	62-64	Enter required delivery date as shown on MRO.
Advice code	65-66	Enter advice code as shown on MRO.
Blank	67	Leave blank.
Special report code	68	Enter special report code as shown on MRO.
Satellite depot code	69	Leave blank if denial is prepared by parent depot; enter a "4" if denial is prepared by satellite depot.
Stratification code	70	Enter stratification code as shown on MRO.
Condition code	71	Enter condition code as shown on MRO.
Edit code	72	Enter edit code as shown on MRO.
Blank	73	Leave blank.
Unit price	74-80	Enter unit price as shown on MRO.

Note. The term "MRO" as used herein is synonymous with DD Form 1348-1.

Appendix B--Continued

B-37. MATERIEL RELEASE ORDER CARD (ON DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z5A--With Federal stock number. Z5B--With part number. Z5D--With other. Z5E--With exception data.
Routing identifier code	4-6	If input, enter routing identifier code of parent depot. If output, enter routing identifier code of installation to whom the MRO is directed.
Media and status code	7	Enter applicable expendability code.
Stock or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Suffix/demand code	44	Enter suffix or demand code, as appropriate; otherwise, leave blank.
Supplementary address	45-50	Enter applicable program control number or cost center code.
code	51	Self-explanatory.
	52-53	Self-explanatory.
	54-56	Enter applicable delivery point code.
	57-59	Self-explanatory.
	60-61	Self-explanatory.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Consumption code	62	Self-explanatory.
Property book code	63-64	Self-explanatory.
Advice code	65-66	Self-explanatory.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	If input, and transaction is applicable to satellite ac- tivity, enter satellite depot code; otherwise, leave blank. If output, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Self-explanatory.
Blank	73	Leave blank.
Unit price	74-80	Self-explanatory.

Appendix B--Continued

B-38. MATERIEL RELEASE ORDER CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: A5A--Domestic shipment with FSN. A5B--Domestic shipment with part number. A5C--Domestic shipment with NATO stock number. A5D--Domestic shipment with other. A5E--Domestic shipment with exception data.
Routing identifier code (To)	4-6	If output, enter routing identifier code of depot to which MRO is directed. If input, enter routing identifier code of parent depot.
Media and status code	7	Enter media and status code as shown on original requisition.
Stock number	8-22	Enter stock number of item ordered for release.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity of item ordered for release.
Document number	30-43	Enter document number as shown on requisition.
Suffix code	44	Enter suffix code when requisitioned quantity is divided into separate supply actions; otherwise, leave blank.
Supplementary address	45-50	Enter supplementary address as shown on requisition.
Signal code	51	Enter signal code as shown on requisition.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Fund code	52-53	Enter fund code as shown on requisition.
Distribution code	54-56	Enter distribution code as shown on requisition.
Project code	57-59	Enter project code as shown on requisition.
Priority code	60-61	Enter priority code as shown on requisition.
Required delivery date	62-64	Enter required delivery date as shown on requisition.
Advice code	65-66	Enter advice code as shown on requisition.
Routing identifier code (From)	67-69	If output, enter routing identifier code of activity originating the MRO. If input, leave card columns 67 and 68 blank and enter document identifier code of satellite depot in card column 69, or leave blank.
Stratification code	70	Enter stratification code as shown on requisition.
Condition code	71	Enter condition code as shown on requisition.
Edit code	72	Enter edit code as shown on requisition.
Blank	73	Leave blank.
Unit price	74-80	Enter unit price of stock number.

Appendix B--Continued

B-39. MISCELLANEOUS CHANGE CARD (DMIDF) (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZNM."
Blank	4-7	Leave blank.
Stock number	8-22	Self-explanatory.
Blank	23-27	Leave blank.
Add/delete	28	Enter "1" (add) or "2" (delete) for adding or deleting bit indicators. (Leave blank when changing other than bit indicators.)
Blank	29-38	Leave blank.
Date	39-42	Enter current date.
Order ship time code	43	Enter order ship time code when card code is an "E"; otherwise, leave blank.
Type-of-segment code	44	Enter appropriate type-of-segment code when card code is "F"; otherwise, leave blank.
Stratification code	45	Enter appropriate stratification code when card code is "F"; otherwise, leave blank.
Condition code	46	Enter appropriate condition code when card code is "F"; otherwise, leave blank.
Stockage list code	47	To add a stockage list code, enter appropriate code when card code is "F"; leave blank to delete a stockage code when card code is "F"; if card code is not "F," leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Control/freeze code	48	Enter appropriate control/freeze code to "add" or "change." Leave blank to delete existing code. (This entry is applicable when card code is "G.")
Blank	49	Leave blank.
Acquisition advice code	50	Enter appropriate acquisition advice code when card code is I; otherwise, leave blank.
Blank	51-69	Leave blank.
Card code	70	Enter appropriate miscellaneous card code as identified in ap- pendix A.
Blank	71-80	Leave blank.

Appendix B--Continued

B-40. NONRECURRING DEMAND INQUIRY CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZUA."
Routing identifier code	4-6	Enter first two digits of parent depot designation in card columns 4 and 5 and a zero in card column 6.
File code	7	Enter constant "1."
Federal stock number or part number	8-22	Self-explanatory.
Blank	23-35	Leave blank.
Requester code	36-40	Self-explanatory.
Blank	41-80	Leave blank.

Appendix B--Continued

B-41. NOTICE OF MATERIEL AVAILABILITY CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZPN."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Blank	7	Leave blank.
Stock or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
90-day level	25-29	Enter 90-day level quantity from program planning card (DIC ZPM).
Document number	30-43	Self-explanatory.
Suffix code	44	Perpetuate suffix code from ZPM card, if applicable.
Program control number	45-50	Enter program control number from ZPM card.
Leadtime item	51	Perpetuate from ZPM card.
Blank	52-53	Leave blank.
Total level quantity	54-58	Enter total level quantity from ZPM card.
Blank	59-61	Leave blank.
Leadtime	62	Enter appropriate leadtime. (Leadtime is applicable to ZPN card, with availability advice codes AB and AC only.)
Availability advice code	63-64	Enter one of the following codes, as applicable: AA--Available. AB--Not available (stocked item).

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
		AC--Not available (nonstocked item).
		AD--Item coded SALTI or self-service.
		AE--Available (fabrication-type item).
		AF--Not available (fabrication-type item).
Advice code	65-66	Enter advice code from ZPM card.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Stock number change code	72	Enter one of the following codes, as applicable: 1--Stock number change--no substitutes. 2--Substitutes. 3--Stock number change and substitutes. Blank--No stock number change or no substitute.
Notification of stratification change code	73	Constant "C" (indicates the stratification code has been changed), when applicable.
Unit price	74-80	Self-explanatory.

Appendix B--Continued

B-42. PRE-POSITIONED MATERIEL RECEIPT DOCUMENT (DD FORM 1486).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: DWT--Receipts of materiel purchased from own service/agency. DWU--Receipts of materiel purchased from another DOD Federal agency. DWV--Receipts of materiel purchased from a non-DOD Federal agency. DUS--Purchase from commercial concerns.
Routing identifier code	4-6	Enter routing identifier code of local depot.
Receipt status code	7	Enter direct delivery code D, or leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Suffix code	44	Enter suffix code when the requisitioned quantity is divided into separate supply actions. When requisitioned quantity is not divided, leave blank.
Supplementary address	45-50	Leave blank if DIC is DWT, DWU, or DWV; if DIC is DUS, enter appropriate purchase order number.
Signal code	51	Self-explanatory.
Fund code	52-53	Self

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Self-explanatory.
Project code	57-59	Self-explanatory.
Priority code	60-61	Enter priority code shown on requisition.
Required delivery date	62-64	Enter date materiel is received.
Return advice code	65-66	Enter one of the following discrepancy codes if input is to stratification segment code J; otherwise, leave blank. 15--Unacceptable overage. 16--Unacceptable substitute. 17--Canceled requisition (confirmed only). 21--Damaged shipment. 22--Erroneous materiel received. 24--Latent defects. 25--Unacceptable duplicate.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit code	72	Enter one of the following codes, as applicable: B--Acceptable overage. F--Acceptable shortage. A--Stock number received is different than stock number ordered and is acceptable.

Appendix B--Continued

<u>field legend</u>	<u>Card columns</u>	<u>Explanation</u>
		P--Receipt not due in and is acceptable.
		H--Substitute/shortage and final.
		J--Substitute/overage and acceptable.
Transportation charge code	73	If DIC is DUS, enter "A" as applicable, or leave blank. If DIC is "DWT," "DWU," or "DWV," leave blank.
Unit price	74-80	Self-explanatory.

Appendix B--Continued

B-43. PROGRAM PLANNING CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZPM."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Blank	7	Leave blank.
Stock or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
90-day level	25-29	Enter 90-day level quantity.
Document number	30-43	Self-explanatory.
Suffix code	44	Enter a suffix code when required level for a single program exceeds 99,999 (applicable to 90-day or total level quantity).
Program control number	45-50	Self-explanatory.
Leadtime item	51	Enter "1" when applicable, to indicate that the card was ZPM produced at time of intent to perform program. Applicable to long leadtime items only.
Blank	52-53	Leave blank.
90 level	54-58	Enter total level quantity.
	59-64	Leave blank.
	65-66	Self-explanatory.
	67	Leave blank.
Port	68	Enter "1" if for SEA support; otherwise, leave blank.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Blank	72	Leave blank.
Notification of stratification change code	73	Constant "C" (indicates the stratification code has been changed), when applicable.
Blank	74-80	Leave blank.

Appendix B--Continued

B-44. PROPERTY BOOK ACCOUNTING RECORD TURN-IN CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZDU."
Decision code	4-6	Leave blank.
Financial accounting category code	7	Perpetuate code from column 7 of request for turn-in (DA Form 2765-1).
Stock number	8-22	Perpetuate from card columns 8 through 22 of request for turn-in.
* Table of allowances/ table of distribution and allowances	23-27	Leave blank.
Cost center code	28-32	Perpetuate from columns 31 through 35 of request for turn-in.
Blank	33	Leave blank.
* Equipment serial number	34-43	Leave blank.
* Date of issue	44-48	Leave blank.
Blank	49-51	Leave blank.
Budget code	52	Leave blank.
Document date	53-56	Perpetuate from columns 36 through 39 of request for turn-in.
Document serial number	57-60	Perpetuate from columns 40 through 43 of request for turn-in.

* To be entered manually by the property book officer.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	61-62	Leave blank.
Acquisition price	63-71	Perpetuate acquisition price shown in columns 74 through 80 of request for turn-in.
Quantity	72-76	Enter quantity from columns 25 through 29 of request for turn-in.
* Type-of-record code	77	Leave blank.
Blank	78	Leave blank.
Unit of issue	79-80	Enter two-digit unit of issue code.

* To be entered manually by

Appendix B--Continued

B-45. PROPERTY BOOK HAND RECEIPT CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier	1-3	Enter "ZDW."
* Hand receipt file number	4-6	Leave blank.
Financial accounting category code	7	Self-explanatory.
Stock number	8-22	Enter stock number of item being issued.
Date of issue	(23-27)	
Year	23-24	Enter last two positions of calendar year.
Day	25-27	Enter consecutive day of the year.
Cost center code	28-32	Enter cost center code from request.
Blank	33	Leave blank.
* Equipment serial number	34-43	Leave blank.
* Nomenclature	44-73	Leave blank.
antity	74-78	Enter quantity being issued.
of issue	79-80	Enter unit of issue of item being issued.

B-46. PROPERTY BOOK ISSUE CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZDT."
Decision code	4-6	Leave blank.
Financial accounting category code	7	Self-explanatory.
Stock number	8-22	Enter stock number of item being issued.
Table of allowances/table of distribution and allowances	23-27	Leave blank.
Cost center code	28-32	Enter cost center code from request.
Blank	33	Leave blank.
* Equipment serial number	34-43	Leave blank.
Date of issue	44-48	Leave blank.
Blank	49-51	Leave blank.
* Budget code	52	Leave blank.
Document date	53-56	Enter date of preparation from card columns 36 through 39 of original document.
Document serial number	57-60	Enter serial number from card columns 40 through 43 of original document.
Blank	61-62	Leave blank.
Unit price	63-71	

* To be entered manually

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Quantity	72-76	Enter quantity being issued.
* Type-of-record code	77	Leave blank.
Blank	78	Leave blank.
Unit of issue	79-80	Enter unit of issue of item being issued.

* To be entered manually by the property book officer.

B-47. RELEASE/CHARGE OF CONSUMER FUNDS CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZP2."
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Leave blank.
Suffix code	44	Leave blank.
Program control number	45-50	Leave blank.
Blank	51	Leave blank.
Fund code	52-53	Self-explanatory.
Blank	54-67	Leave blank.
Special report code	68	Leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Blank	70-71	Leave blank.
Bill or release code	72	Enter one of the following codes, as applicable: "B"--Bi "R"--Re
Blank	73	I.e.
Unit price	74-80	

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B-48. REPLY TO CANCELLATION REQUEST CARD (ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZG1--To requisitioner. ZG2--To supplementary address.
Routing identifier code	4-6	Enter routing identifier code of supply source furnishing reply to cancellation request.
Media and status code	7	Duplicate from cancellation request.
Stock number	8-22	Duplicate from cancellation request.
Unit of issue	23-24	Duplicate from cancellation request.
Quantity	25-29	Duplicate from cancellation request.
Document number	30-43	Duplicate from cancellation request.
Suffix or demand code	44	Duplicate from cancellation request.
Supplementary address	45-50	Duplicate from cancellation request.
Signal code	51	Duplicate from cancellation request.
Fund code	52-53	Duplicate from cancellation request.
Distribution code	54-56	Leave blank.
Project code	57-59	Duplicate from cancellation request.
Priority code	60-61	Duplicate from cancellation request.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Required deliv- ery date	62-64	Leave blank.
Status code	65-66	Self-explanatory.
Routing identi- fier code	67-69	Enter routing identifier code of last known source.
Blank	70	Leave blank.
Transaction date	71-73	Enter consecutive calendar day of year on which supply decision was made.
Blank	74-80	Leave blank.

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B-50. REPLY TO CANCELLATION REQUEST--SHIPMENT STATUS CARD
(OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: AU1--To requisitioner. AU2--To supplementary address.
Routing identifier code	4-6	Enter routing identifier code of supply source.
Media and status code	7	Enter media and status code as shown on MRO or followup.
Stock number	8-22	Enter stock number of item supplied.
Unit of issue	23-24	Enter unit of issue for item supplied.
Quantity	25-29	Enter quantity of item supplied.
Document number	30-43	Enter document number as shown on the requisition.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on requisition.
Type-of-hold code	51	Enter type-of-hold code, when applicable. Leave blank in response to followup when shipment has not occurred.
	52-53	Enter fund code as shown on MRO or followup.
	54-56	Enter distribution code as shown on requisition.
	60-61	Enter priority code as shown on requisition.

Appendix B--Continued

<u>field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Transportation control number (TCN), Government bill of lading (GBL) number, or notice of avail- ability number	62-76	Enter TCN for parcel post ship- ments; the consignor and GBL number for CONUS shipments. When bill of lading is used in lieu of TCN, the activity address code of shipping ac- tivity followed by character "B" will immediately precede the eight-digit bill of lading number entry in the shipment status document. Leave blank in response to followup when shipment has not occurred.
Mode-of-shipment code	77	Enter mode-of-shipment code identifying mode of shipment. Leave blank in response to followup when shipment has not occurred.
Date available for shipment	78-80	Self-explanatory.

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B-51. REPLY TO REPORT OF CUSTOMER EXCESS MATERIEL (DD FORM 1348m-3).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: FTR--Reply to report of customer excess. FTS--Reply to customer excess materiel followup.
Routing identifier code	4-6	Enter routing identifier code of the GSA, DSC, or Army activity to which customer executed report of customer excess materiel is submitted.
Media of communication code	7	Enter one of the following codes, as applicable: 2--For Army. 3--For GSA. 4--For DSA.
Federal stock number or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	(30-43)	
Activity code	30-35	Enter activity code used to identify activity shipping the excess materiel, the recipient of the billing, and/or the recipient of reply to report of customer excess materiel as dictated by the signal code/media of communication code.
Julian date	36-39	Enter Julian date of transmittal.
Report serial number	40-43	Enter report serial number.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Condition/suffix code	44	DSA and Army: Enter applicable excess condition code. GSA: Multiple shipments to GSA locations will contain suffix codes; otherwise, enter applicable excess condition code.
Supplementary address	45-50	Enter supplementary address as shown in report of customer's excess materiel card.
Signal code	51	Enter signal code as shown in report of customer's excess materiel card.
Fund code	52-53	Enter fund code as shown in report of customer's excess materiel card.
Routing identifier code	54-56	Enter routing identifier code of GSA, DSA, or Army storage point to which shipment is directed.
Materiel returns control code	57-58	DSA and Army: Enter numeric code to identify bulk return. GSA: Leave blank.
Advice code	59-61	Enter applicable advice code as contained in AR 755-1.
Action date	62-64	Enter numerical calendar day of reply.
Extended value	65-73	DSA and Army: If card column 44 indicates item is reparable and credit will be allowed, the value will reflect reduced price. GSA: Enter current GSA selling price.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Unit price	(74-80)	DSA and Army: Enter standard price. GSA: Leave blank.
	74-79	Leave blank.
	80	Enter ending suffix "L," whenever an action is complete, whether single or multiple line.

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B-52. REPORT OF CUSTOMER EXCESS MATERIEL (DD FORM 1348m-3).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: FTE--Report of customer excess materiel. FTF--Report of customer excess materiel followup. FTC--Report of excess materiel cancellation.
Routing identifier code	4-6	Enter routing identifier code of applicable DSA, GSA, or Army supply source.
Media of communication code	7	Enter one of the following codes, as applicable: 2--For Army. 3--For GSA. 4--For DSA.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	(30-43)	
Activity code	30-35	Enter activity code to identify activity shipping the excess materiel, the recipient of the reply to report of customer excess materiel, as dictated by the signal code/media of communication code.
Julian date	36-39	Enter Julian date of transmittal.
Report serial number	40-43	Enter report serial number.
Materiel condition code	44	Enter excess condition code as established in AR 755-1.
Supplementary address	45-50	DSA: Enter ACMA address. GSA/Army: Enter Y00000.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Signal code	51	Enter one of the following codes, as applicable. A--Appropriation code 2. D--Appropriation code other than "2."
Fund code	52-53	Enter materiel category code plus "R," if signal code A. Leave blank, if signal code D.
* Routing identifier code	54-56	Leave blank.
Materiel return control code/CSA numeric region	57-58	Army/DSA: Use this field only when directed. (This code is used to identify bulk returns special program return, etc.) GSA: Enter GSA numeric region number in which materiel is located.
Advice code	59-61	Enter appropriate advice code as established in AR 755-1.
* Action date	62-64	Leave blank.
Extended value	65-73	Army and DSA: Enter extended value. GSA: Leave blank.
** Unit price	74-80	Army and DSA: Enter unit price GSA: Leave blank.

* See footnote, page B-101.

** See footnote, page B-101.

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* The following additional data elements will be included in the "FTE" card used as computer input for the purpose of establishing a requisition control record:

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	54	Leave blank.
Special report code	55	Enter "1" if excess materiel was the result of a cutback or cancellation of an SEA project; otherwise, leave blank.
Satellite depot code	56	Enter "4" if excess materiel is located at a satellite installation; otherwise, leave blank.
Blank	62	Leave blank.
Stratification code	63	Enter constant "M."
Condition code	64	Enter appropriate supply condition code (as differentiated from the excess condition code).

** An "X" punch in card column 80 will force close the corresponding "FTE" record on the requisition control file and the requisition history file.

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B-53. REQUEST FOR CANCELLATION CARD (ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZC1--From requisitioner. ZC2--From supplementary address.
Routing identifier code	4-6	Duplicate from original requisition.
Media and status code	7	Duplicate from original issue request.
Stock number	8-22	Duplicate from original issue request.
Unit of issue	23-24	Duplicate from original issue request.
Quantity	25-29	Enter quantity on which cancellation is desired.
Document number	30-43	Duplicate from original issue request.
Suffix or demand code	44	Duplicate from original issue request.
Supplementary address	45-50	Duplicate from original issue request.
Signal code	51	Duplicate from original issue request.
Fund code	52-53	Duplicate from original issue request.
Distribution code	54-56	Duplicate from original issue request.
Project code	57-59	Duplicate from original issue request.
Priority code	60-61	Duplicate from original issue request.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Required delivery date	62-64	Duplicate from original issue request.
Advice code	65-66	Duplicate from original issue request.
Routing identi- fier code	67-69	Duplicate from original issue request.
Stratification code	70	Duplicate from original issue request.
Condition code	71	Duplicate from original issue request.
Blank	72-80	Leave blank.

Appendix B--Continued

B-54. REQUEST FOR ISSUE CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z0A--Domestic shipment with RSN. Z0B--Domestic shipment with part number. Z0C--Domestic shipment with NATO stock number. Z0D--Domestic shipment with other. Z0E--Domestic shipment with exception data.
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Expendability code	7	Enter appropriate expendability code. (May be blank, except if "N" or "5.")
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
* Document number	30-43	Self-explanatory.
Demand code	44	Self-explanatory.
Supplementary address	45-50	Enter local property disposal office (PDO) address or PCN/cost center code.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Enter appropriate delivery point code.

* "11" or "12" overpunch, as applicable:
 "X" in card column 40--Bypass freeze.
 "X" in card column 41--Notification bypass.
 "X" in card column 43--Reinstatement.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Project code	57-59	Self-explanatory.
Priority code	60-61	Self-explanatory.
Consumption code	62	Self-explanatory.
Property book code	63-64	Self-explanatory.
Advice code	65-66	Self-explanatory.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Self-explanatory.
Condition code	71	Self-explanatory.
Edit/management code	72	Enter applicable edit code as identified in appendix A, or management code as identified in AR 755-1 for excess shipments to the PDO.
Excess condition/force issue indicator	73	Enter excess condition code or "F" force issue from stratification segment code D.
Blank	74-80	Leave blank.

Appendix B--Continued

B-55. REQUEST FOR SALTI INVENTORY CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZN4."
Blank	4-7	Leave blank.
Stock number	8-22	Enter stock number for SALTI.
Unit of issue	23-24	Self-explanatory.
Blank	25-29	Leave blank.
Master location	30-38	Enter SALTI warehouse location.
Blank	39-72	Leave blank.
Date of last inventory	73-76	Enter date of last inventory as contained on the DMIDF.
Date prepared	77-80	Enter year and Julian date card is prepared.

B-56. REQUISITION CARD (OFF DEPOT) (DD FORM 1348m).

The following data elements are applicable to requisitions for shipments by stock accounting activity.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: A0A--For domestic shipment with FSN. A0B--For domestic shipment with part number. A0C--For domestic shipment with NATO stock number. A0D--For domestic shipment with other. A0E--For domestic shipment with exception data.
Routing identifier code	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter "0."
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Suffix/demand code	44	Enter suffix code when split shipments are directed by the supply source; otherwise, enter demand code 0, or leave blank.
Supplementary address	45-50	Enter applicable supplementary address or leave blank.
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Enter routing identifier code of ship-to storage depot, or

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Project code	57-59	Self-explanatory.
Priority code	60-61	Self-explanatory.
Required delivery date	62-64	Leave blank.
Advice code	65-66	Enter appropriate advice code, or leave blank.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if appropriate; otherwise, leave blank.
Stratification code	70	Enter stratification code from which shipment is to be made, if appropriate; otherwise, leave blank.
Condition code	71	Enter supply condition code from which shipment is to be made, if appropriate; otherwise, leave blank.
Edit code	72	Enter edit code, if appropriate; otherwise, leave blank.
Condition code	73	Enter excess condition code from which shipment is to be made, if appropriate; otherwise, leave blank.
Dollar value	74-80	Enter allowed unit price (may be standard price) when shipment is the result of excess reporting; otherwise, leave blank.

Appendix B--Continued

B-57. REQUISITION CARD (OFF DEPOT) (DD FORM 1348m).

The following data elements are applicable to requisitions prepared for submission to a wholesale supply source.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: A0A--Domestic shipment with FSN. A0B--Domestic shipment with part number. A0C--Domestic shipment with NATO stock number. A0D--Domestic shipment with other. A0E--Domestic shipment with exception data.
Routing identifier code (To)	4-6	Enter routing identifier code of supply source.
Media and status code	7	Enter "S."
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Self-explanatory.
Demand code	44	Enter applicable demand code ("N," "R," "O," or "P").
Supplementary address	45-50	If materiel is to be directed to a satellite depot, enter activity address code of depot.
Signal code	51	Enter "A" or "D" if materiel is to be directed to parent depot; "J" or "M," for satellite depot.
Fund code	52-53	Self-explanatory.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Distribution code	54-56	Leave blank.
Project code	57-59	Self-explanatory.
Priority code	60-61	Self-explanatory.
Required deliv- ery date	62-64	Leave blank.
Advice code	65-66	Self-explanatory.
Blank	67-80	Leave blank.

Appendix B--Continued

B-58. REQUISITION CONTROL EXCESS CORRECTION CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
* Document identifier code	1-3	Enter "ZCE."
* Routing identifier code	4-6	Enter routing identifier code of local depot.
Blank	7	Leave blank.
* Federal stock number or part number	8-22	Self-explanatory.
* Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter applicable quantity pertinent to the FTE card, or leave blank.
* Document number	30-43	Enter original document number.
Blank	44-46	Leave blank.
Total quantity processed	47-51	Enter applicable total quantity processed, or leave blank.
Total quantity confirmed	52-56	Enter applicable total quantity confirmed cancellations, or leave blank.
Total quantity canceled	57-61	Enter applicable total quantity canceled (requested), or leave blank.

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B-59. REQUISITION HISTORY INQUIRY (MASS) CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZSS."
Blank	4-29	Leave blank.
Document number	30-43	Enter 14-position document number of record being interrogated.
Blank	44-75	Leave blank.
Requester code	76-80	Enter "DP" in first two positions; third through the fifth positions are assigned locally.

Appendix B--Continued

B-60. SALTI REORDER POINT RECORD CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZSØ."
Routing identifier code	4-6	Enter first two digits of the parent depot designation in card columns 4 and 5. Always enter zero in card column 6 to indicate an internal transaction.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number for item as shown on DMIDF.
Unit of issue	23-24	Enter unit of issue as shown on DMIDF.
Inventory count	25-29	Entered by storage activity when on-hand quantity is reduced to or below the reorder point. Total of parent and satellite inventory must be included. Zero-fill to the left.
SALTI legend	30-35	Enter "YSALTI."
Current inventory date	36-39	Enter calendar year and Julian date on-hand count was made by storage activity.
Balance on hand and quantity due-in	40-44	At time of conversion, enter combined DMIDF balance on hand recorded for stratification code A, condition code A, of both parent and satellite depots. When preparing a card for continuation of SALTI, it will contain inventory count (card colm 25-29) of previous card plus due-in quantity on DMIDF, as well

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
		as due-in quantity computed for this transaction. Consider only the due in, reflected in stratification code A, condition code A, for the parent and/or satellite depot. Zero fill to the left.
Location	45-53	Enter alphabetic/numeric location as recorded on DMIDF for parent depot if both depots are cited; if only satellite depot is cited, enter satellite depot location.
Reorder point quantity	54-58	Enter combined new reorder point quantity for both parent and satellite depot. Zero-fill to the left.
Blank	59-67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code when any positive figures appear for reorder point.
Stratification code	70	Enter stratification code A.
Condition code	71	Enter condition code A.
Blank	72	Leave blank.
Date prepared	73-76	Enter current Julian year and date card is prepared.
Blank	77-80	Leave blank.

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B-61. SHIPMENT STATUS--REPLY TO CANCELLATION CARD
(ON DEPOT) (DA FORM 2765),

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZU1--To requisitioner. ZU2--To supplementary address.
Routing identifier code (From)	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter media and status code as shown on cancellation request.
Stock number	8-22	Enter stock number of item supplied.
Unit of issue	23-24	Enter unit of issue for item supplied.
Quantity	25-29	Enter quantity of item supplied.
Document number	30-43	Enter document number as shown on cancellation request.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on cancellation request.
Type-of-hold code	51	Leave blank.
Fund code	52-53	Enter fund code as shown on cancellation request.
Distribution code	54-56	Enter distribution code as shown on cancellation request.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Estimated shipment date or date shipped	57-59	Enter date delivered to carrier. When used in response to followup and shipment has not occurred, enter estimated shipment date.
Priority code	60-61	Enter priority code as shown on cancellation request.
TCN, GBL number, or notice of availability number	62-76	Leave blank.
Mode-of-shipment code	77	Self-explanatory.
Date available for shipment	78-80	Self-explanatory.

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B-62. SHIPMENT STATUS CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: AS1--To requisitioner. AS2--To supplementary address.
Routing identifier code (From)	4-6	Enter routing identifier code of supply source.
Media and status code	7	Enter media and status code as shown on MRO or followup.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Enter document number as shown on requisition.
Suffix code	44	Enter suffix code as shown on MRO or followup.
Supplementary address	45-50	Enter supplementary address, as shown on requisition.
Type-of-hold code	51	Enter type-of-hold code, when applicable. Leave blank in response to followup, when shipment has not occurred.
Fund code	52-53	Enter fund code as shown on MRO or followup.
Distribution code	54-56	Enter distribution code as shown on requisition.
Estimated shipment date or date shipped	57-59	Enter date delivered to carrier.
Priority code	60-61	Enter priority code as shown on requisition.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
TCN, GBL number, or notice of availability number	62-76	Enter the TCN for parcel post shipments; the consignor and GBL number for CONUS shipments. When bill of lading is used in lieu of the TCN, the activity address code of shipping activity followed by the character "B" will immediately precede the eight-digit bill of lading number entry in the shipment status document. Leave blank in response to followup, when shipment has not occurred.
Mode-of-ship- ment code	77	Self-explanatory.
Date available for shipment	78-80	Self-explanatory.

SHIPMENT STATUS--MATERIEL RELEASE CONFIRMATION CARD
(OFF DEPOT) (DD FORM 1348m).

<u>Legend</u>	<u>Card columns</u>	<u>Explanation</u>
Shipment identifier code	1-3	Enter "ARØ."
Routing identifier code (n)	4-6	Enter routing identifier code of the supply source.
ARØ and ARØ code	7	Enter code as shown on MRO or followup.
ARØ number	8-22	Self-explanatory.
ARØ of issue	23-24	Self-explanatory.
ARØ tity	25-29	Self-explanatory.
Shipment identifier code	30-43	Enter document number as shown on requisition.
ARØ ix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on requisition.
Type-of-hold	51	Enter type-of-hold code, when applicable. Leave blank in response to followup, when shipment has not occurred.
ARØ code	52-53	Enter fund code as shown on MRO of followup.
ARØ ribution	54-56	Enter distribution code as shown on requisition.
Estimated shipment date or shipped	57-59	Enter date delivered to carrier. When used in response to followup and shipment has not occurred, enter estimated shipment date.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Priority code	60-61	Enter priority code as shown on the requisition.
TCN, GBL number, or notice of availability number	62-76	Enter TCN for parcel post shipments; consignor and GBL number for CONUS shipments. When bill of lading is used in lieu of the TCN, the activity address code of shipping activity followed by character "B" will immediately precede the eight-digit bill of lading number entry in the shipment status document. Leave blank in response to followup, when shipment has not occurred. (Service designator of requisitioner or shipping activity will be omitted.)
Mode of shipment code	77	Enter mode-of-shipment code identifying mode of shipment. Leave blank in response to followup, when shipment has not occurred.
Date available for shipment	78-80	Self-explanatory.

B-64. SHIPMENT STATUS--MATERIEL RELEASE CONFIRMATION CARD
(ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZR_."
Routing identifier code (From)	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter media and status code as shown on MRO or followup.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Enter document number as shown on MRO or followup.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on MRO or followup.
Type-of-hold code	51	Leave blank in response to followup, when shipment has not occurred.
Fund code	52-53	Enter fund code as shown on MRO or followup.
Distribution code	54-56	Enter delivery point code as shown on MRO or followup.
Estimated shipment date or date shipped	57-59	

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Priority code	60-61	Enter priority code as shown on MRO or followup.
TCN, GBL number, or notice of availability number	62-76	Leave blank.
Mode-of-shipment code	77	Self-explanatory.
Date available for shipment	78-80	Self-explanatory.

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B-65. STANDARD CATALOG DATA CHANGE CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
* Document identifier code	1-3	Enter appropriate C-series code (AR 700-1). (Z91 will be used for substitute cross-reference actions prepared during supply status processing.)
Originator code	4-5	Code of activity preparing card. Leave blank when prepared locally.
Reserved	6-7	Leave blank.
* Stock number	8-22	Self-explanatory.
* Unit of issue	23-24	Self-explanatory.
Financial inventory accounting code	(25-29)	Self-explanatory.
Commodity manager	25	
Appropriation and budget code	26	
Management inventory segment code	27	
Blank	28-29	Leave blank.
* Requisitioning source	30-32	Enter routing identifier code of supply source.
Class manager code	33-35	Enter class manager routing identifier code. May be blank.
Combat-essential code	36	Leave blank.

* Indicates required entries for loading or deleting substitute cross-reference data.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Reportable items control code	37	Self-explanatory.
Recoverability/ expendability code	38	Self-explanatory.
NATO code	39-40	Leave blank.
Special control item code	41	Enter appropriate code as defined in appendix A.
Item physical security classification	42	Enter appropriate code as defined in appendix A.
Acquisition advice code	43	Enter appropriate code as defined in appendix A.
Type-of-change code	44-45	Self-explanatory.
Stock number code	46	Enter appropriate code as defined in appendix A.
* Phrase code	47	Enter appropriate code, or leave blank.
Related stock number field	(48-62)	Enter related stock number, if appropriate.
Reserved	48-55	If other than stock number change or substitute action, leave blank.
Old unit of issue	56-57	Enter old unit of issue for unit-of-issue changes.

* Indicates required entries for loading or deleting substitute cross-reference data.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Decimal locator code	58	Enter numeric code defined in paragraph A-16, AR 700-1, for unit-of-issue change.
Multiplication factor	59-62	Enter numeric factor by which quantity under unit of issue must be multiplied to convert to new quantity under new unit of issue. Utilize appropriate factor as established in AR 708-17.
Shelf-life code	63	Enter appropriate code as defined in appendix A.
Segment indicator code	64	Leave blank.
Unit of measurement quantity/ unit of issue conversion code	65	Enter for unit-of-issue change only (AR 700-1).
Special requirements code	66	Leave blank.
Type-of-change code modifier	67	Enter appropriate code defined in appendix A, or leave blank.
Category change code	68	Leave blank.
Effective date	69-72	Leave blank.
Price signal code	73	Enter appropriate price signal code (AR 700-1).
Unit price	74-80	Self-explanatory.

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B-66. STANDARD DATA RESEARCH CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "ZLM."
Decision code	4-6	Self-explanatory.
Special change code	7	Enter "R" for return from AMCCDO; "D" for normal monthly change, or leave blank.
Stock number	8-22	Self-explanatory.
Stock number code	23	Self-explanatory.
Unit of issue	24-25	Self-explanatory.
Blank	26-27	Leave blank.
Shelf-life code	28	Self-explanatory.
Acquisition advice code	29	Self-explanatory.
Blank	30	Leave blank.
Financial inventory accounting (FIA) code	(31-33)	Self-explanatory.
Major materiel category code	31	
ion	32	
	33	
	34-35	Leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Unit price	36-44	Enter published standard price.
Recovery/expend- ability code	45	Self-explanatory.
Special control item code	46	Self-explanatory.
Routing identi- fier code	47-49	Enter routing identifier code of manager.
* Blank	50-53	(See * below.)
Reportable item control code	54	Self-explanatory
* Blank	55-59	(See * below.)
Phrase code	60	Enter applicable phrase code, or leave blank.
Item physical security classi- fication code	61	Self-explanatory.
Noun	62-71	Enter noun if type-of-change code is "10," "11," "12," "15," or "16."
Old unit of issue	71-72	Enter for unit-of-issue change only.
Decimal locator	73	Enter for unit-of-issue change only.
Multiplication factor	74-77	Enter for unit-of-issue change only.

* Overpunch, as applicable:
50--Correction to item.
55--RIC is assigned locally.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stock number	63-77	Enter change to stock number, if type-of-change code is "80."
Routing identifier code (To)	63-66	Enter routing identifier code (To), if type-of-change code is "70."
Type of-change code	78-80	Self-explanatory.

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B-67. STOCK CHANGE IDENTIFICATION CARD (GPCF)

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "298."
Decision code	4-6	Self-explanatory.
Blank	7	Leave blank.
Stock number (change to)	8-22	Enter "change to" stock number.
Blank	23-24	Leave blank.
Unit of issue	25-26	Enter "change to" unit of issue.
Blank	27-29	Leave blank.
Type-of-segment code	30	Self-explanatory.
Stratification code	31	Self-explanatory.
Condition code	32	Self-explanatory.
Blank	33-40	Leave blank.
Location code	41-49	Enter master warehouse locations.
Type-of-storage code	50	Self-explanatory.
Blank	51-57	Leave blank.
Stock number (change from)	58-72	Enter "change from" stock number.
Blank	73	Leave blank.

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<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stock number from indicator	74	Enter "X" if location in card columns 41 through 49 is for stock number in card columns 58 through 72.
Unit of issue (From)	75-76	Enter old unit of issue.
Blank	77-79	Leave blank.
Control/freeze code	80	Self-explanatory.

B-68. STOCKAGE LIST CARD (DA FORM 2786).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes as applicable: 191 Federal stock number. 192 Part number. 193 NATO stock number. 194 Other identification (e.g., DOD ammunition code).
Routing identifier code	4-6	Enter RIC of stock record support activity to which card is being forwarded.
Authorized stockage list action request code	7	Enter one of the following codes, as applicable: A--For addition to stockage list. D--For deletion to stockage list. S--When stockage list code changes from "P" or "S" to "Q."
Stock number	8-22	Enter stock number of stockage list item.
Unit of issue	23-24	Leave blank.
Requisitioning objective	25-29	Enter total requisitioning objective quantity.
Station/direct support unit number	30-35	Self-explanatory.
Date	36-39	Enter a 4-digit numeric calendar submission date.
Special item control code	40	Used for response or change card only; otherwise, leave blank.
Blank	41-43	Leave blank.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stock record support activity	44-46	Used for response or change card only; otherwise, leave blank.
Price	47-53	Used for response or change card only; otherwise, leave blank.
Related stock number, or support list number	54-64	Used for response or change card only; otherwise, leave blank.
Source of supply	65-67	Used for response or change card only; otherwise, leave blank.
Peacetime requi- sitioning objective/ financial inven- tory accounting code	68-72	Leave blank.
Operating level factor code	73	Enter one of the following codes, as applicable: 0--30 days. 4--90 days 2--180 days. 1--360 days. 6--60 days.
Increments	74-75	Leave blank.
Phrase code	76	Used for response or change card only; otherwise, leave blank.
Response code	77	Used for response or change card only; otherwise, leave blank.
Advice code	78	Leave blank.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Output format code	79	Enter code 1.
Stockage list code	80	Enter stockage list code except "Z" which is to be changed to "Q."

B-69. SUMMARY ACCOUNTING TRANSFER RECORD CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZS8--Loss to SALTI--gain to detailed account. ZS9--Gain to SALTI--loss to detailed account.
Routing identifier code	4-6	Enter first two digits of parent depot designation in card columns 4 and 5. Enter a zero in card column 6.
Blank	7	Leave blank.
Federal stock number or part number	8-22	Enter FSN of SALTI item.
Unit of issue	23-24	Self-explanatory.
Quantity on hand	25-29	Enter combined DMIDF quantity on hand for parent and satellite depot for gains; otherwise, leave blank.
Blank	30-44	Leave blank.
Noun	45-54	Enter description as indicated on DMIDF.
Reorder point quantity	55-59	Enter reorder point quantity in total for parent and satellite depot that was computed at time of conversion to SALTI for gains only; otherwise, leave blank.
Blank	60-66	Leave blank.
Routing identifier code	67-69	Leave blank.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Stratification code	70	Enter stratification code A
Condition code	71	Enter condition code A.
Blank	72-75	Leave blank.
Inventory count code	76-80	Leave blank.

B-70. SUPPLY STATUS CARD (ON DEPOT) (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: ZE1--By requisitioner. ZE2--By supplementary address.
Routing identifier code (From)	4-6	Enter routing identifier code of parent depot.
Media and status code	7	Enter expendability code as shown on issue request.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Enter unit of issue applicable to stock or part number.
Quantity	25-29	Enter quantity of item for which supply status is being furnished.
Document number	30-43	Enter document number as shown on issue request.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on issue request.
Signal code	51	Enter signal code as shown on issue request.
Fund code	52-53	Enter fund code as shown on issue request.
Distribution code	54-56	Enter delivery point code as shown on issue request.
Project code	57-59	Enter project code as shown on issue request.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Priority code	60-61	Enter priority code as shown on issue request.
Estimated availability date	62-64	Enter numerical day of the year when it is estimated materiel will be released by supply source.
Status code	65-66	Enter appropriate status code to convey information regarding status of issue request.
Routing identifier code	67-69	Enter routing identifier code of last known source to which authorized followup action will be directed.
Blank	70	Leave blank.
Transaction date	71-73	Enter consecutive calendar day of the year on which supply decision was made.
Unit price	74-80	Enter unit price of stock or part number shown in card columns 8 through 22.

B-71. SUPPLY STATUS CARD (OFF DEPOT) (DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: AE1--For the requisitioner. AE2--For supplementary address.
Routing identifier code	4-6	Enter appropriate routing identifier code of supply source furnishing supply status.
Media and status code	7	Self-explanatory.
Stock number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Self-explanatory.
Document number	30-43	Enter document number as shown on requisition.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on requisition.
Signal code	51	Enter signal code as shown on requisition.
Fund code	52-53	Enter fund code as shown on requisition.
Distribution code	54-56	Enter distribution code as shown on requisition.
Project code	57-59	Enter project code as shown on requisition.
Priority code	60-61	Enter priority code as shown on requisition.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Estimated avail- ability date	62-64	Enter numerical day of the year when it is estimated materiel will be released by supply source. When the estimated availability date is beyond 1 year, an "X" will be punched in card column 62 and the number of months from the requisition date to the estimated availability date will be entered in card columns 63 and 64. (Applicable on status furnished to installation stock accounting activity; blank on status furnished by installation stock accounting activity.)
Status code	65-66	Enter appropriate status code to convey information regarding status of the requisition.
Routing identifier code	67-69	Enter routing identifier code of last known source to which authorized followup action will be directed.
Blank	70	Leave blank.
Transaction date	71-73	Enter consecutive calendar day of the year on which supply decision was made.
Unit price	74-80	Enter unit price of stock or part number shown in card columns 8 through 22. When supply status contains a status code relating to an erroneously routed requisition, leave blank.

Appendix B--Continued

B-72. SUPPLY STATUS--REPLY TO FOLLOWUP CARD (OFF DEPOT)
(DD FORM 1348m).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes: AA1--To requisitioner. AA2--To supplementary address
Routing identifier code (From)	4-6	Enter routing identifier code of supply source furnishing supply status.
Media and status code	7	Enter media and status code as shown on requisition.
Federal stock number or part number	8-22	Self-explanatory.
Unit of issue	23-24	Self-explanatory.
Quantity	25-29	Enter quantity of item for which supply status is being furnished.
Document number	30-43	Enter document number as shown on requisition.
Suffix code	44	Leave blank.
Supplementary address	45-50	Enter supplementary address as shown on requisition.
Signal code	51	Enter signal code as shown on requisition.
Fund code	52-53	Enter fund code as shown on requisition.
Distribution code	54-56	Enter distribution code as shown on requisition.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Project code	57-59	Enter project code as shown on requisition.
Priority code	60-61	Enter priority code as shown on requisition.
Estimated availability date	62-64	Enter numerical day of the year when it is estimated materiel will be released by the supply source. When estimated availability date is beyond 1 year, an "X" will be punched in card column 62 and the number of months from requisition date to the estimated availability date will be punched in card columns 63 and 64. (Applicable on status furnished to installation stock accounting: Blank on status furnished by installation stock accounting activity.)
Status code	65-66	Enter appropriate status code to convey information regarding status of requisition.
Routing identifier code	67-69	Enter routing identifier code of "last known source" to which authorized followup action will be directed.
Blank	70	Leave blank.
Transaction date	71-73	Enter consecutive calendar day of the year on which supply decision was made.
Unit price	74-80	Enter unit price of stock or part number shown in card columns 8 through 22. When supply status contains a status code relating to an erroneously routed requisition, leave blank.

B-73. TURN-IN CARD (DA FORM 2765).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter one of the following codes, as applicable: Z3A--From Army. Z3B--From DSA. Z3C--From GSA. Z3H--From contractor. Z3J--From PDO. Z3L--From conversion/ modification. Z3N--From materiel temporarily in use.
Routing identifier code	4-6	Enter routing identifier code of local depot.
Media and status code	7	Enter "C," "P," "S," "R," or leave blank.
Stock number	8-22	Enter stock number of item being turned in.
Unit of issue	23-24	Enter unit of issue applicable to stock number.
Quantity	25-29	Enter quantity being turned in.
Document number	30-43	Self-explanatory.
Demand code	44	Depot maintenance: Enter a "1" if turn-in resulted from an ICP cancellation; enter a "2" if turn-in resulted from a usage factor; all other, leave blank.
tary	45-50	Enter cost code or program control number to which reimbursement will be applied.

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Signal code	51	Self-explanatory.
Fund code	52-53	Self-explanatory.
Distribution code	54-56	Enter customer location or delivery point code, or leave blank.
Project code	57-59	Enter applicable project code, or leave blank.
Priority code	60-61	Leave blank.
Required delivery date	62	Depot maintenance: Enter applicable consumption as follows (all others leave blank). M--Repair part (forecasted). N--Nonforecasted repair part.
Property book code	63-64	Enter appropriate property book code, when applicable.
Advice/status code	65-66	Leave blank.
Blank	67	Leave blank.
Special report code	68	Enter "1" if for SEA support; otherwise, leave blank.
Satellite depot code	69	Enter satellite depot code, if applicable; otherwise, leave blank.
Stratification code	70	Enter stratification code of materiel being turned in.
Condition code	71	Self-explanatory.
Edit code	72	Enter applicable edit code, or leave blank.
Blank	73	Leave blank.
Unit price	74-80	Self-explanatory.

B-74. UNIT-OF-ISSUE RESEARCH CARD (GPCF).

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Document identifier code	1-3	Enter "Z99."
Decision code	4-6	Enter "C02."
Blank	7	Leave blank.
Stock number	8-22	Self-explanatory.
Blank	23-24	Leave blank.
New unit of issue	25-26	Self-explanatory.
Blank	27-29	Leave blank.
Stratification code	30	Self-explanatory.
Blank	31	Leave blank.
Condition code	32	Self-explanatory.
Blank	33-40	Leave blank.
Location code	41-49	Enter master warehouse location code.
Type-of-storage code	50	Self-explanatory.
Blank	51-53	Leave blank.
Quantity on hand	54-60	Self-explanatory.
Due-in quantity	61-66	Self-explanatory.
	67-72	Self-explanatory.

Appendix B--Continued

<u>Field legend</u>	<u>Card columns</u>	<u>Explanation</u>
Blank	73-74	Leave blank.
Old unit of issue	75-76	Self-explanatory.
Blank	77-80	Leave blank.

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C-1. DEMAND DATA HISTORY INQUIRY LISTING .

TITLE LINE

Demand data history inquiry listing,

LINE 1

<u>Column headings</u>	<u>Explanation</u>
REQUESTER	Five-digit code as used on the demand data history inquiry card (DIC ZTJ).
STK NO	Stock number.
DATE	Year and Julian date.

LINES 2, 3, and 4

<u>Column headings</u>	<u>Explanation</u>
CAL MON	Calendar month.
NO DMD	Number of demands.
QTY DMD	Quantity.
NO REC	Number of receipts.
DAYS	Number of days between submission of requisition and receipt of materiel.

LINE 5

<u>Column headings</u>	<u>Explanation</u>
TOTALS	Totals.
NO DEMANDS	Number of demands.
QTY DEMANDS	Quantity of demands.
NO RECEIPTS	Number of receipts.
DAYS TO PROCESS	Days to process.
NO MONTHS	Number of months.

C-2. DEPOT PROPERTY CATALOG CHANGE ERROR LISTING.TITLE LINE

Title: Depot property catalog change error-listing.

Page: (followed by sequential number)

Date: (followed by current date)

LINE 1

<u>Column headings</u>	<u>Explanation</u>
DOC ID	Document identifier code.
UI OLD	Old unit of issue.
UI NEW	New unit of issue.
NEW STOCK NUMBER	New stock number.
OLD MC	Old materiel category code.
NEW MC	New materiel category code.
RI OLD	Old routing identifier code.
RI NEW	New routing identifier code.
OLD STOCK NUMBER	Old stock number.
OLD UNIT PRICE	Old unit price.
NEW UNIT PRICE	New unit price.
NEW FIA	New appropriation and budget code.
OLD FIA	Old appropriation and budget code.
DIV FAC	Division factor.
CAT CHG DATE	Catalog change date.
TS	Type-of-segment code.
SS	Startification segment code.

Column headingsExplanation

CD	Condition code.
OLD QUAN	Old quantity.
NEW QUAN	New quantity.
ERROR MSG	Error message.

C-3. DEPOT PROPERTY TRANSACTION REGISTER LISTING.TITLE LINE

Date:

Title: Depot property transaction register listing.

Page:

LINE 1Column headingsExplanation

STOCK NUMBER	Stock number.
DEP	Depot. "3" identifies parent installation and "1/4" identifies satellite installation.
S/S	Stratification segment and condition code.
C	Materiel category code.
UI	Unit of issue.
S	Special control item code.
R	Recovery/expendability code.
S	Shelf-life code.
	Control freeze.
	Appropriation and budget code.
	Acquisition advice code.

<u>Column headings</u>	<u>Explanation</u>
SL	Stockage list code.
OL	Operating level.
NOUN	Noun.
DOLA	Date of last advice.
RO9ØR	Requisition objective or 90-day depot maintenance level (DML) or level retention/revision quantity dependent upon stratification segment.
ROPTNS	Reorder point quantity or total level or nonstocked quantity dependent upon stratification segment.
DIDTI	Due-in or deferred or turn-in quantity dependent upon stratification segment.
DOCAN	Due-out or canceled quantity dependent upon stratification segment.
O/H	On-hand quantity.
SUB STK NO.	Related item identification, including change to/from or substitute action.

LINE 2

<u>Column headings</u>	<u>Explanation</u>
DI	Document identifier code.
EDIT	Edit code.
DOCUMENT NO.	Document number.
D/S	Demand/suffix code.
FC	Fund code.
UNIT PRICE	Unit price.

<u>Column headings</u>	<u>Explanation</u>
SI	Signal code.
SUP	Supplementary address code program control number (PCN), or cost center code.
TR	Transaction code.
SEQ	Transaction sequence number.
DATE	Current date.
TR QTY	Transaction quantity(ies) that affected particular quantity fields.
EXT AMT	Extended dollar value of transaction.

LINE 3

Remaining quantitative balance when transaction quantity is added or subtracted from opening quantity(ies).

C-4. DMIDF MASS INQUIRY LISTING.TITLE LINE

Title: DMIDF mass inquiry listing.

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NO.	Stock number.
P	Phrase code.
SNC	Stock number code.
UI	Unit of issue.
NOUN	Noun.
UNIT PRICE	Unit price.

<u>Column headings</u>	<u>Explanation</u>
SOURCE	Routing identifier code of the supply source.
UPQ	Unit pack quantity.
SP/CON	Special control.
NO/DMD	Number of demands.
ACQ/ADV	Aquisition advice code.
PSC	Physical security classification.
RET/CON	Returnable container indicator. (The word "yes" will be printed.)
OST	Order ship time code.
TYPE INQ	Type-of-inquiry code.

LINE 2

<u>Column headings</u>	<u>Explanation</u>
TYR	Type-of-record code.
FIA	Financial inventory account code. Major materiel category grouping code. Appropriation and budget code. Management inventory segment code.
CAT	Materiel category code.
ITEM	Item grouping code.
RICC	Reportable item control code.
REQUESTER	Requester code.
SLC	Stockage list code.
RECOV/EXP	Recovery/expendability code.
AUTO	Automatic return indicator. (The word "yes" will be printed.)

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
CONTROL	Freeze/control code (frozen records will have an alpha character).

LINE 3

<u>Column headings</u>	<u>Explanation</u>
TYS	Type-of-segment code.
SEG	Stratification segment code.
CC	Condition code.
OLF	Operating level factor.
SL	Stockage list code.
BALANCE	Quantity on hand.
RO/90/LEV	Requisition objective/90-day DML/ level retention--revision.
DI/DEF/TI	Due-in/deferred/turn-in.
DO/CAN	Dueout/canceled.
ROP/TDM/NS	Reorder point/total DML/nonstocked.
LOCATION	Warehouse location.
TS	Type-of-storage code.
DOLA	Date of last activity.
QTY/DMD	Quantity of demands.
NO/RE	Number of receipts.
MAT/ACQ	Materiel acquisition time.
DOLI	Date of last inventory.
DATE	Date of this action.

C-5. DMIDF UNMATCHED MISSION-ESSENTIAL/STANDBY INDICATOR LISTING.TITLE LINE

Title: DMIDF unmatched mission-essential/standby indicator listing.

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NUMBER	Stock number.
U/I	Unit of issue.
LEVEL QTY	Level quantity.
DOCUMENT NUMBER	Document number.
ORG	Organization cost code.
S	Stratification code.
*	Bit indicator ide based on requisi

C-6. DORMANT INVENTORY BY AGE FORTITLE LINE

Dormant inventory by age for
of (date).

LINE 1

<u>Column headings</u>	
CATEGORY	Materie
FUNDED	Funded/

Appendix C--Continued

LINE 2

<u>Column headings</u>	<u>Explanation</u>
M/C	Material category code.
FSN	Federal stock number.
U/I	Unit of issue.
U. PRICE	Unit price.
B/A	Appropriation and budget code.
OH VALUE	On-hand value.
T/S	Type-of-segment code (parent or satellite).
SS	Stratification segment code.
C	Condition code.
DOLA	Date of last activity.
O/H	On hand.
90-DAY LVL	90-day level.
SLC	Stockage list code.
DI QTY	Due-in quantity.
DO QTY	Dueout quantity.
TOT LEVEL	Total level.

LINE 3

<u>Column heading</u>	<u>Explanation</u>
AGE GROUP	90-180 days, as appropriate. 181-270 days, as appropriate. 271 days and over, as appropriate.
<u>TOTAL LINE</u>	Dollar total by category and age group.

C-7. DORMANT INVENTORY BY AGE FOR RETENTION STOCKS LISTING.TITLE LINE

Dormant inventory by age for retention stocks listing as of (date).

LINE 1Column headingsExplanation

CATEGORY

Materiel category code (in clear).

FUNDED

Funded/unfunded code.

LINE 2Column headingsExplanation

M/C

Materiel category code.

FSN

Federal stock number.

U/I

Unit of issue.

U. PRICE

Unit price.

B/A

Appropriation and budget code.

OH VALUE

On-hand value.

T/S

Type-of-segment code (parent or satellite).

SS

Stratification segment code.

C

Condition code.

DOLA

Date of last activity.

O/H

On hand.

LEV REV

Level revision.

SLC

Stockage list code.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
DEF	Deferred.
CANCELED	Canceled.
NONSTOCK	Nonstockage.
<u>LINE 3</u>	
<u>Column heading</u>	<u>Explanation</u>
AGE GROUP	90-180 days. 181-270 days. 271 days and over.
<u>TOTAL LINE</u>	Dollar total by category and age group.

C-8. DUE-IN/BACK-ORDER MASS INQUIRY LISTING.TITLE LINE

Current date:

Title: Due-in/back order mass inquiry listing.

Requester code:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
T	Type-of-inquiry code.
M	Materiel category code.
STOCK NUMBER	Stock number.
UI	Unit of issue.
DIC	Document identifier code: 1. DDS-Due-in from local procurement. 2. DFT, DFU, DFW--Due in from a Government source. 3. GDA--Back-order record. 4. Z3_--Turn-in record.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
RIC	Routing identifier code: 1. Local depot code for DGA, Z3_, and DDS actions. 2. RIC of supply source for DF_ actions.
D	Media status code: 1. Recovery/expendability code for DGA actions. 2. Direct delivery code for DGA and due-ins, when appropriate.
QTY	Quantity.
DOCUMENT NR.	Document number.
S	Suffix or demand code.
SUP ADD	Supplementary address: 1. Supplementary address for DDS and DF_ actions. 2. PCN or cost center code for DGA and Z3_ actions.
S	Signal code.
FD	Fund code.
DIS	Distribution or delivery point.
PRJ	Project code.
PR	Priority code.
RDD	Required delivery date: 1. RDD for DDS and DF_ actions. 2. Maintenance consumption code and/or property book code for DGA and Z3_ actions, if applicable.
AD	Advice or status codes.
S	Stratification segment code
C	Condition code.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
M	Edit code.
DTES	Date established.
EDD	Established delivery date (for DDS and DF_ actions only).
LS	Followup or status code (reflects last code processed).
DLS	Date of last followup or status.
UNIT PRICE	Unit price. (The acquisition cost is reflected for property book item turn-ins.)
S	Special report code.
S	Satellite identification code.

C-9. DUE-INS OVER 90-DAYS OLD LISTING.

TITLE LINE

Due-ins over 90-days old listing as of (date).

LINE 1

<u>Column headings</u>	<u>Explanation</u>
DOC ID	Document identifier code.
R/I	Routing identifier code.
M/C	Materiel category code.
FSN	Federal stock number.
U/I	Unit of issue.
QTY	Quantity.
UNIT PRICE	Unit price.
DOCUMENT NUMBER	Document number.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
SUPP ADDR	Supplementary address or purchase order number.
SIG	Signal code.
FC	Fund code.
PR	Priority code.
RDD	Required delivery date.
ADV	Advice code.
SC	Stratification code.
CC	Condition code.
EDD	Estimated delivery date.
MC	Edit code.
LSC	Last status code.
DLF	Date of last followup.
PRJ	Project code.
TOTAL VALUE	Total value.
PRJ	Project code.

C-10. EXCESS NOTICE LISTING.

TITLE LINE

Excess notice listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
MAT CAT	Materiel category code.
RIC	Routing identifier code of local depot.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
CONTROL NUMBER	Control number.
RPT COD	Report code.
STOCK NUMBER	Stock number.
UNIT ISSUE	Unit of issue.
QUANT	Quantity.
STORAGE LOCATION	Storage location.
EXTENDED VALUE	Extended dollar value.
SS	Stratification segment code.
CC	Condition code.
RIC SS	Routing identifier code of supply source.
DISP CODE	Disposition code.
EX ADV	Excess advice code.
EX CC	Excess condition code.
RIC STO	Routing identification code of storage point.

C-11. GENERAL LEDGER TRIAL BALANCE LISTING.

TITLE LINE

Title: General ledger trial balance listing.

Page:

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
AB	Appropriation and budget code.

<u>Column headings</u>	<u>Explanation</u>
MCC	Materiel category code. .
GL ACCT	General ledger account.
N/B	Normal balance.
BAL LAST QTR	The balance reflected in account at last quarter.
AMT 1ST MONTH	See third month.
AMT 2D MONTH	See third month.
AMT 3D MONTH	Balance reflected in current month. Second month total is previous month's total, and first month total is for the month previous to the second month.
CUM TO DATE	Cummulative total to date.

C-12. INVENTORY ADJUSTMENT REPORT LISTING.

TITLE LINE

Inventory adjustment report listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
LI	Line item.
DIC	Document identifier code.
FSN	Federal/NATO/local/stock number or manufacturer's part number.
DOC NR	Document number.
S/C	Stratification segment code.
CRC	Condition code.
NOMEN	Noun or nomenclature.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
U/I	Unit of issue.
C/C SER	Count card serial number.
QTY	Segment-on-hand balance.
C/C QTY	Count card quantity.
D/QTY	Debit, or quantity over.
C/QTY	Credit, or quantity short.
U/P	Unit price.
\$ DEBIT	Extended dollar value of the debit, or overage.
\$ CREDIT	Extended dollar value of the credit, or shortage.

LINE 2

Columns 15 and 16 are the totals of the debit and credit transactions for this date and document identifier code (type adjustment).

C-13. MATCHED MISSION-ESSENTIAL/STANDBY ITEMS LISTING.

TITLE LINE

Title: Matched mission-essential/standby listing.

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NUMBER	Stock number.
UI	Unit of issue.
LEVEL QTY	Level quantity.
DOCUMENT NUMBER	Document number.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
ORG	Organization cost code.
S	Stratification segment code.
*	Bit indicator identifying stockage based on requisitioning objective.

C-14. NONRECURRING DEMAND INQUIRY LISTING.

TITLE LINE

Nonrecurring demand inquiry listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STK NO.	Stock number.
DATE	Year and Julian date.

LINE 2

<u>Column headings</u>	<u>Explanation</u>
DI	Document identifier code.
RI	Local depot routing identifier code.
C	Recovery/expendability code.
STK NO.	Stock number.
U/I	Unit of issue.
COL 25-29	Quantity being shipped or 90-day level.
DOC NO	Document number.
S	Demand code or level decrease code.
COL 45-50	Supplementary address or program control number.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
S	Signal code or retain/excess code.
FC	Fund code.
COL 54-59	Three-digit distribution code or four-digit total level.
PC	Priority code.
COL 62-64	One-digit consumption code and two-digit property book code or project code.
AC	Advice code.
RI	Southeast Asia (SEA) support code and satellite depot code.
S	Stratification segment code.
C	Condition code.
MC	Edit code or level change code.
COL 73-80	Blank.
R	Reversal indicator X.
DATE	Year and Julian date document was processed.

Appendix C--Continued

C-15. REJECT/MANAGER NOTIFICATION LISTING.

TITLE LINE

Title: Reject/manager notification listing.

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
DIC	Document identifier code.
RIC	Routing identifier code.
S	Media/status code or data in card column 7.
STK NUMBER	Stock number.
UI	Unit of issue.
QTY	Quantity.
DOC NUMBER	Document number.
CARD COLUMNS 45-69	Data in card columns 45 through 69.
S	Stratification segment code.
C	Condition code.
M	Edit code.
PRICE	Price in input card.

Appendix C--Continued

C-16. REQUEST FOR SALTI INVENTORY CARD LISTING.

TITLE LINE

Request for SALTI inventory card listing.

LINE 1. There are no column headings on this listing. The alignment is as follows:

Explanation

Document identifier code.

Federal stock or part number.

Unit of issue.

Master location.

Date of last inventory.

Date prepared.

C-17. REQUISITION CONTROL FILE INQUIRIES LISTING.

TITLE LINE

Current date:

Title: Requisition control file inquiries listing.

Requester code:

LINE 1

Column headings

Explanation

DIC

Document identifier code.

RIC

Routing identifier code.

M

Media status (for AØ and FTE actions). Recovery/expendability code for ZØ actions.

DOCUMENT NR.

Document number.

Unit of issue.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
QTY	Quantity.
STOCK NUMBER	Stock number.
D	Demand/suffix code.
SUP AD	Supplementary address (for AØ actions). PCN/cost code for ZØ actions. ACMA address for FTE actions.
S	Signal code.
FC	Fund code.
DIS	Distribution code (for AØ actions). Delivery point for ZØ actions.
PRJ	Project code (for AØ_ and ZØ_ actions).
MR	Materiel return code or GSA numeric region (for FTE actions).
PR	Priority code (for AØ_ and ZØ_ actions).
EDD	Estimated delivery date (for AØ actions), maintenance activity consumption code, and property book code for ZØ actions.
ADV	Advice code (for AØ_ and ZØ_ actions).
EXT PRICE	Extended price (for FTE actions).
S	Stratification segment code.
C	Supply condition code.
M	Edit code (for AØ_ and ZØ_ actions).

Appendix C--Continued

LINE 2

<u>Column headings</u>	<u>Explanation</u>
DLS	Date of last status (for A0_ actions). Month and year demand history posted for Z0_ actions.
LC	Last advice code (for A0_ actions).
UNIT PR	Unit price (for FTE actions).
S	Requisition status code.
DTES	Date established.
CR REF DOC NO.	Cross-reference document number (for A0_ and Z0_ actions).
D	Demand suffix code for cross-reference document number.
C	Materiel category code (for FTE actions).
DBQTY	Due-in or back-order quantity (for A0_ or Z0_ actions).
QTYRI	Total quantity-- Received for A0_ actions. Issued for Z0_ actions. Processed for FTE actions.
DOIR	Date of last-- Issue for Z0_ actions. Receipt for A0_ actions.
QTYCON	Total quantity confirmed.
DLS	Date of last shipment (for A0_ actions).
M	Mode of last shipment (for A0_ actions).
R	Special report code (for Z0_ action).

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
S	Satellite code (for Z0_ actions).
E	Excess advice code (for FTE actions).
C	Customer cancellation requested.
QTYCON	Quantity canceled.
EAC	Excess advice code (for FTE actions). Last decision code applicable for A0_ or Z0_ actions.

D-18. REQUISITION HISTORY INQUIRY ANSWER LISTING.TITLE LINE

Title: Requisition history inquiry answer listing.

Date:

Page:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
DOC ID	Document identifier code.
RI TO	Routing identifier code.
*	See note.
STOCK NUMBER	Stock number.
UNIT OF ISSUE	Unit of issue.
QTY	Quantity.
DOCUMENT NUMBER	Document number.
S	Suffix/demand code.
SUP ADD	Supplementary address, PCN, or cost center code.
*	(See note on page C-26.)

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
PROCESS DATE	Date document was processed.
DATE CLOSED	Date original action was closed.
REQUESTER CODE	Requester code.

*Based on the type of document, the data elements for card columns 7 and 51 through 80 will be reflected.

C-19. REQUISITION HISTORY RECORDS CLOSED LISTING.

TITLE LINE

Title: Requisition history records closed listing over
(number of) days.

Date removed:

EXPLANATION

An image printout of the original document and all subsequent related actions as was reflected on the requisition history file.

C-20. SALTI MONTHLY CUSTOMER CHANGE LISTING.

TITLE LINE

SALTI monthly customer change listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NUMBER	SALTI stock number.
NOMENCLATURE	Short description.
UNIT ISSUE	Unit of issue.
MATL CATGY	Materiel category code.
UNIT PRICE	Unit price.

Appendix C--Continued

C-21. STANDARD DATA RESEARCH LISTING.

TITLE LINE

Title: Standard data research listing.

Date:

LINE 1. There are no column headings on this listing. An
80-80 listing of the ZLD or ZLM cards image is printed in
the following alinement:

Explanation

Document identifier code.

Decision code.

Type-of-record code.

Stock number.

Stock number code.

Unit of issue.

Shelf-life code.

Acquisition advice code.

Financial inventory code.

Unit price.

Recovery/expendability code.

Special control item code.

Routing identifier code.

Reportable item control.

Physical security classification code.

Noun.

Appendix C--Continued

C-22. STOCK ACCOUNTING FILE RECONCILIATION DISCREPANCY LISTING.

TITLE LINE

Title: Stock accounting file reconciliation discrepancy listing.

Date:

Page:

LINE 1

<u>Column headings</u>	<u>.Explanation</u>
STOCK NO.	Stock number.
DOCUMENT NO.	Document number.
DOC ID	Document identifier code.
RI	Routing identifier code.
UI	Unit of issue.
SS	Stratification segment code.
C	Condition code.
S	Signal code.
FC	Fund code.
MCC	Materiel category code.
S/L	Stockage list code.
DMIDF	
D/I	Due-in quantity reflected on DMIDF.
D/O	Back-order quantity reflected on DMIDF.
REQN CTL	
D/I	Open due-in quantity for each action in the requisition control file.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
D/O	Open back-order quantity for each action in the requisition control file.
DI/BO	
D/I	Open due-in quantity for each action in the DI/BO file.
D/O	Open back-order quantity for each action in the DI/BO file.
PRR	
D/I	Open due-in quantity for each action in the pre-positioned material receipt card.
<u>TOTAL LINE</u>	Totals for each quantitative column above.

C-23. STOCKAGE CODE P AND DO NOT COMPUTE R0 ITEMS LISTING.

TITLE LINE

Stockage code P and do not compute R0 items listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NUMBER	Stock number.
NOMENCLATURE	Nomenclature.
U/ISS	Unit of issue.
U/PRICE	Unit price.
M/S	Stratification segment code.
SLC	Stockage list code.
QTY ON HAND	Quantity on hand.
R/O	Requisitioning objective.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
ROP	Reorder point.
T/DMDS F/12 MOS	Total demands for past 12 months.
T/QTY DMDS F/12 MOS	Total quantity demanded for past 12 months.
DTE LST ACT	Date of last activity.

C-24. STOCK REPLENISHMENT REVIEW LISTING.

TITLE LINE

Stock replenishment review listing.

LINE 1

<u>Column headings</u>	<u>Explanation</u>
STOCK NUMBER	Stock number.
U/I	Unit of issue.
UNIT PRICE	Unit price.

LINE 2

<u>Column headings</u>	<u>Explanation</u>
D/I	Document identifier code.
R/I	Routing identifier code.
MED	Media status or recovery/expend- ability code.
DOCUMENT NO.	Document number.
DEM	Demand code.
SUP ADR	Supplementary address code.
SIG	Signal code.
FUND	Fund code.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
PRO	Project code.
PRI	Priority code.
ADV	Advice code.
SAT	Satellite code.
SS	Stratification segment code.
CC	Condition code.
QUANTITY	Quantity.
EXT PRICE	Extended price.
SCI	Special controlled item.
PHY	Physical security classification code.
AAC	Acquisition advice code.
SLC	Shelf-life code.
CON	Returnable containers.
FRZ	Freeze code.
LUM	Lumber.
FUR	Furniture item.
OIL	Bulk petroleum products.
AMM	Ammunition.
FAB	Fabrication.
SUB	Substitute item.
NRO	Do not compute RO item.

INE 3

<u>Column headings</u>	<u>Explanation</u>
TOTAL ORDER VALUE FOR	Nonstock fund Stock fund

Appendix C--Continued

C-25. SUMMARY ACCOUNTING TRANSFER RECORD CARD LISTING.

TITLE LINE

Summary accounting transfer record card listing.

LINE 1. There are no column headings on this listing. The
alinement is as follows:

Explanation

Document identifier code.

Routing identifier code (parent depot).

Federal stock number of SALTI.

Unit of issue.

Quantity on hand.

Noun.

Reorder point quantity.

Stratification code A.

Condition code A.

Inventory count.

C-26. SUMMARY OF DAILY TRANSACTION REGISTER LISTING.

TITLE LINE

Summary of daily transaction register listing.

HORIZONTAL COLUMN HEADINGS

Column headings

Explanation

RECEIPT TOTALS

LINES

Number of receipts lines processed.

AMT

Dollar value of receipts processed.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
<u>ISSUE TOTALS</u>	
LINES	Number of issue lines processed.
AMT	Dollar value of issues processed.
<u>ADJUSTMENT TOTALS</u>	
LINES	Number of adjustments lines processed.
AMT	Dollar value of adjustment processed.
<u>CATEGORY TOTALS</u>	
LINES	Total number of receipts, issue, and adjustments lines processed.
AMT	Total or net dollar value of receipts, issues, and adjustments processed.
<u>DUE IN TOTALS (SIGNAL CODE A OR J)</u>	
LINES	Number of due-ins established with signal code A or J.
AMT	Dollar value of due-ins established with signal code A or J.
<u>DUE-IN-TOTALS (NO SIGNAL CODE A OR J)</u>	
LINES	Number of due-ins established with other than signal code A or J.
AMT	Dollar value of due-ins established with other than signal code A or J.
<u>DUEOUT TOTAL LINES</u>	Number of back orders established. (Dollar value is not reflected.)

Appendix C--Continued

VERTICAL HEADINGS

<u>Column headings</u>	<u>Explanation</u>
MC	Materiel category code.
AB	Appropriation and budget code. (Note. This column will always reflect a "2" stock fund. Other than stock fund transactions will not be shown by materiel category code.)
FINAL TOTAL	Totals of stock fund transactions will be reflected under the appropriate horizontal headings.
NSF TOTAL	Totals of nonstock fund transactions processed will be reflected under the appropriate horizontal headings.

C-27. SUPPLEMENTAL DATA LISTING.

TITLE LINE

Title: Supplemental data listing.

Page:

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
ACCOUNT	Element codes are assigned in AMCR 37-26. These codes are used to identify data elements required for reporting requirements prescribed in AMCR's 37-26 and 37-32.
MATERIEL CATEGORY	Materiel category code.
BALANCE	Dollar value applicable to account code.

Appendix C--Continued

C-28. UNMATCHED MISSION-ESSENTIAL/STANDBY ITEMS LISTING.

TITLE LINE

Title: Unmatched mission-essential/standby listing.

Date:

LINE 1

Column headings

Explanation

STOCK NUMBER

Stock number.

UI

Unit of issue.

LEVEL QTY

Level quantity.

DOCUMENT NUMBER

Document number.

ORG

Organization cost code.

S

Stratification code.

*

Bit indicator identifying stockage
based on requisitioning objective.

C-29. VOUCHER REGISTER LISTING.

TITLE LINE

Title: Voucher register listing.

Date:

LINE 1

Column headings

Explanation

DOCUMENT NUMBER

Document number.

DATE

Date.

DIC

Document identifier code.

RIC

Supply source routing identifier
code.

Appendix C--Continued

<u>Column headings</u>	<u>Explanation</u>
QTY	Quantity.
STOCK NUMBER	Stock number.
NOUN	Noun.
DATE	Date.
U/I	Unit of issue.
SAT	Satellite code.
REMARKS	

C-30. DAILY INPUT LISTING.

TITLE LINE

Title: Daily input listing.

Date:

LINE 1

<u>Column headings</u>	<u>Explanation</u>
DOC ID	Document identifier code.
R/I TO	Routing identifier code (To).
MEDIA	Based on the type of document, the data element from card column 7 will be reflected.
PART NUMBER/STOCK NUMBER	Part number/stock number.
UI	Unit of issue.
QTY	Quantity.
DOCUMENT NUMBER	Document number.
SUF	Suffix/demand code.

Column headingsExplanation

COLUMNS 45 to 80
OF INPUT

Based on the type of document, the data elements from card columns 45 through 80 will be reflected.

BUD

Appropriation and budget code.

DATE

Current date.

SORT CODE

Code assigned by the program to identify sequence of processing and direct action to the correct program subroutine.

DECISION CODE

Research decision code assigned by validation processing only. (See reject/manager notification listing for all reject codes assigned by processing programs.)

C-31. DEPOT PROPERTY SUPPORT FILES PRINTOUT LISTING.

TITLE LINE

Title: Depot property support files printout.

LINE 1Column headingsExplanation

DIC

Document identifier code.

SUPPLY SOURCE

Routing identifier code of supply source.

STOCK #

Stock or part number.

UI

Unit of issue.

QUANT

Quantity.

DOCUMENT NUMBER

Self-explanatory.

S-ADDR

Supplemental address.

S

Signal code.

<u>Column headings</u>	<u>Explanation</u>
FC	Fund code.
PC	Priority code.
PBO	Estimated delivery date, property book number, or maintenance consumption code, depending upon the document identifier code of the input document.
STATUS	Variable information copied from card columns 73 through 80 of different input documents.
T	Requisition status code.
SS	Stratification segment code.
EDD	Estimated delivery date.
DI/BO QUANT	Due-in or due-out quantity.
REC-D ISS-D	Received or issued quantity.
DATE	Action date.
CONF QUANT	Confirmed quantity.
DATE SHIP	Date shipped.
CANCEL QUANT	Canceled quantity.

A	RQMT/RETENT B	DUE OUT C	ON HAND SERV D	ON HAND UNSERV E	DUE IN PROC F
1 ASSETS ANTICIP NON RECOVER	*				
2 OPERAT PROJ PROTECTABLE	*				
3 OTHER PRE-POS WAR RES PROJ	*				
4 PRE-POS WAR RES PROJ	*				
5 SAFETY LEVEL	100.00		100.00		
6 REPAIR CYCLE	*				
7 SHIP TIME	**				
8 ORDER TIME	360.00		200.00		
9 RE-ORDER POINT	460.00		300.00		
10 OPERATING LEVEL	540.00				
11 RO, RECURRING DEMANDS	1,000.00		300.00		
12 NUMERIC STOCKAGE OBJECTIVE	*				
13 DEPOT MAINTENANCE	200.00	200.00	130.00		270.00
14 CONCURRENT PARTS	*				
15 MISSION ESSENTIAL	200.00				200.00
16 OTHER STOCKAGE STANDBY	200.00				80.00
17 RO NONRECURRING DEMAND	600.00	200.00	130.00		550.00
18 NONSTOCKED		100.00			100.00
19 SALTI	*				
20 PTFMR ACQUISITION OBJECTIVE	1,600.00	300.00	430.00		650.00
21 RECURRING DEMANDS-APPORT YR	2,160.00				
22 NONRECURRING-APPORT YR	200.00				70.00
23 NONSTOCKAGE-APPORT YR	**				30.00
24 TOTAL-APPORT YR	**				100.00
25 RECURRING DEMANDS-BUDGET YR	**				
26 NONRECU DEMANDS-BUDGET YR	**				
27 NONSTOCK DEMAND-BUDGET YR	**				
28 TOTAL DEMANDS-BUDGET YR	**				
29 DEMANDS-BAL PEACETIME RETEN	*				
30 PTFMR RETENTION	**			200.00	
31 OPERATIONAL PROJECTS BAL	*				
32 OTHER PREPOSIT WAR RES BAL	*				
33 PRE-POSITIONED WAR RES BAL	*				
34 OTHER RETENTION STOCKS	*				
35 EXCESS REPORTED			300.00		
36 EXCESS UNREPORTED			400.00		
37 EXCESS THEATER/COMMAND			700.00		
38 GRAND TOTAL		300.00	1,130.00	200.00	750.00
39 NON-USAMCID, ASF			20.00		
40 MOB RESERVE					
41 CONTINGENCY					
42 INV TEMP IN USE					
43 CONSIGNED INV					
44 WAREHOUSE DENIALS					
45 NUMBER OF ITEMS STOCKED	76				

EXAMPLE

* NOT APPLICABLE TO ACTIVITIES REPORTING UNDER THESE INSTRUCTIONS.

**SEE CHAPTER 12 FOR DEVELOPMENT OF THESE ENTRIES.

C-33. STRATIFIED RECORD PRINTOUT BY FEDERAL STOCK NUMBER (FSN).

PROGRAM 1690.2

FSN	25206088484	STOCK FUND		DATE	PAGE OF
		RQMT/RETENT	DUE OUT	ON HAND SERV	ON HAND UNSERV
A	B	C	D	E	F
1	ASSETS ANTICIP NON RECOVER				
2	OPERAT PROJ PROTECTABLE				
3	OTHER PRE-POS WAR RES PROJ				
4	PRE-POS WAR RES PROJ				
5	SAFETY LEVEL	1,000.00		1,000.00	
6	REPAIR CYCLE				
7	SHIP TIME				
8	ORDER TIME	1,000.00		1,000.00	
9	REORDER POINT	2,000.00		2,000.00	
10	OPERATING LEVEL	18,000.00		18,000.00	
11	RO, RECURRING DEMANDS	20,000.00		20,000.00	
12	NUMERIC STOCKAGE OBJECTIVE				
13	DEPOT MAINTENANCE				
14	CONCURRENT PARTS				
15	MISSION ESSENTIAL				
16	OTHER STOCKAGE STANDBY				
17	RO NONRECURRING DEMAND				
18	NONSTOCKED				
19	SALTI				
20	PTFMR ACQUISITION OBJECTIVE	20,000.00		20,000.00	
21	RECURRING DEMANDS APPORT YR	18,000.00		5,000.00	
22	NONRECURRING-APPORT YR				
23	NONSTOCKAGE APPORT-YR				
24	TOTAL-APPORT YR	18,000.00		5,000.00	
25	RECURRING DEMANDS-BUDGET YR				
26	NONREC DEMANDS-BUDGET YR				
27	NONSTOCK DEMANDS-BUDGET YR				
28	TOTAL DEMANDS-BUDGET YR				
29	DEMANDS BAL PEACETIME RETEN				
30	PTFMR RETENTION				
31	OPERATIONAL PROJECTS BAL				
32	OTHER PRE-POSIT WAR RES BAL				
33	PRE-POSITIONED WAR RES BAL				
34	OTHER RETENTION STOCKS				
35	EXCESS REPORTED				
36	EXCESS UNREPORTED				
37	EXCESS THEATER/COMMAND				
38	GRAND TOTAL			25,000.00	
39	NON-USAMCID, ASF				
40	MOB RESERVE				
41	CONTINGENCY				
42	INV TEMP IN USE				
43	CONSIGNED INV				
44	WAREHOUSE DENIALS				
45	NUMBER OF ITEMS STOCKED				

EXAMPLE

Appendix D
FILE FORMATS

<u>Title</u>	<u>Page</u>
Depot master item data file	
Catalog data record -----	D-2
Depot property substitute segment -----	D-3
Depot property accountable segment -----	D-4
Catalog change record -----	D-5
Requisition control file--DIC A0_, Z0_, and FTE record -----	D-6
Due-in/back-order/turn-in file-- DIC DD_, DF_, DG_, and Z3 record -----	D-8
Requisition history file--DIC A0_, Z0_, FTE, and detail transaction record -----	D-10
Demand/receipt history file -----	D-11

Appendix D
FILE FORMATS

DATA PROCESSING STORAGE FORMAT

D-1. DEPOT MASTER ITEM DATA FILE--CATALOG DATA RECORD.

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100																																																																																																																																																																																																																																																										
DATA		CHARACTER COUNT										STOCK NUMBER										UNIT OF ISSUE										COMMODITY MGR										ROUTING IDENTIFIER										RECOVER/EXFEN CODE										SPECIAL CON ITEM										PHYSICAL SCTY CODE										ACQUISITION ADVISE										SHELL-LIFE CODE										MATERIAL CAT CODE										UNIT OF MEASURE										TYPE OF CARGO CODE										MULTIPLE DOCU CODE										RECEIPT HANDLING										AIR SPECIAL HDLS										AIR CARGO DIMENSION										UN DECIMAL LOCATOR										REPORTABLE ITEM CON										NOUN										UNIT OF CARGO										UNIT OF WEIGHT										UNIT OF CUBE										LIT ITEM CODE										NATIONAL MOTOR										FREIGHT CLASSIFICATION										NMIC SUFFIX CODE										UNIT OF MEASURE										DEPOT PROPERTY										UNIT OF ISSUE										ITEM GROUPING CODE										OP LEVEL FACTOR										CON FREEZE CODE										ORDER SHIP TIME										NUMBER OF DEMANDS									

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
DATA		NUMBER OF DEMANDS (CONT)										QUANTITY OF DEMANDS										NUMBER OF RECEIPTS										MATERIAL ACQUISITION TIME										DATE OF LAST INVENTORY										RECORD MARK																																																	

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100																														
DATA		POSITION										CATALOG DATA RECORD BIT INDICATORS										POSITION										LAST-IN/FIRST-OUT (LIFO) SELECTION										INVENTORY CONTROL										UNIT PACK DATA DEVELOPED BY DEPOTS										TAERS ITEM										CAPITAL EQUIPMENT										MULTIPLE OWNERSHIP										CAN'T BUY										DA FORM 2410-1 INDICATOR										FREEZE ITEM										NONRECURRING DEMANDS									

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
DATA																																																																																																					

Appendix D
FILE FORMATS--Continued
DATA PROCESSING STORAGE FORMAT

ROL FILE--DIC A8-1, 22-1, AND FTE RECORD

PAGE 1 OF 2

FEDERAL STOCK NUMBER OR PART NUMBER		UNIT OF ISSUE		QUANTITY		RECEIVED		DATE OF LAST RECEIPT		UNIT PACK ADV IND		TOTAL QUANTITY		TOTAL QUANTITY CONFIRMED		DATE OF LAST SHIPMENT		MODE OF LAST SHIP		FORCE CLOS INDIC		TOTAL QUANTITY		MANAGER'S ADVISE		RECORD MARK																							
DOCUMENT NUMBER		DATE		JULIAN		YEAR		DAY		SIGNAL CODE		ADDRESS OR PROGRAM CONTROL		SUFFIX/DIARY CODE		SIGNAL CODE		FUND CODE		DISTRIBUTION CODE		PROJECT CODE		PRIORITY CODE		ESTIMATED DELIVERY DATE		ADVICE CODE		SPECIAL REPLY CODE		SATELLITE DEPOT		SIGNAL SEGMENT CODE		CONDITION CODE		EDIT CODE		LAST STATUS CODE		DATE ESTABLISHED		FROM STATUS CODE		CROSS-REFERENCE DOCUMENT NUMBER		QUANTITY	

DATA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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DATA	20	DOCUMENT IDENTIFIER CODE		ROUTING IDENTIFIER CODE		EXPENDABILITY CODE		FEDERAL STOCK NUMBER OR PART NUMBER		UNIT OF ISSUE		QUANTITY		DOCUMENT NUMBER		SUFFIX CODE		PROGRAM CONTROL NUMBER OR COST CODE		SIGNAL CODE		FUND CODE		DELIVERY POINT CODE		PROJECT CODE		PRIORITY CODE		MAINT CONSUMPTION		PROPERTY BACK CODE		ADVICE CODE		SPECIAL REPLY CODE		SATELLITE DEPOT		SIGNAL SEGMENT CODE		CONDITION CODE		EDIT CODE		MONTH		YEAR		CANCELLATION CODE		LAST SUFFIX ASG		DATE ESTABLISHED		FROM STATUS CODE		CROSS-REFERENCE DOCUMENT NUMBER		DEMAND CODE		BACK-ORDER QUANTITY																																							

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
DATA	20	TOTAL QUANTITY		DATE OF LAST ISSUE		UNIT PACK ADV IND		TOTAL QUANTITY		CONFIRMED		DATE OF LAST SHIPMENT		MODE OF LAST SHIP		FORCE CLOS INDIC		TOTAL QUANTITY		MANAGER'S ADVISE		RECORD MARK		B-BIT INDICATORS		62. FOLLOWUP ACTION ACCOMPLISHED.		73. NO FOLLOWUP REQUIRED.		74. DIRECT DELIVERY (CROSS-REFERENCE TAG).		75. CUSTOMER CANCELLATION REQUESTED.		78. SUBSTITUTE FEDERAL STOCK NUMBER RECEIVED.		117. EARMARKED FOR DELETION.		*WILL CONTAIN SUFFIX CODE WHEN A CARD IS GENERATED AS A RESULT OF FTR CARD EXCESS ADVISE.																																																															

DATA PROCESSING STORAGE FORMAT

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000
DATA	DOCUMENT IDENTIFIER											ROUTING IDENTIFIER											COMMUNICATION MEDIA											FEDERAL STOCK NUMBER											UNIT OF ISSU.											QUANTITY											DOCUMENT NUMBER											SUFFIX CODE											SUPPLEMENTARY ADDRESS											JOURNAL CODE											FUND CODE											BLANK											SALES/RENTAL DEFECT											WARRANTY RETURN											CONTROL CODE											SAVING CODE											GROUP CODE											STOCK NUMBER											SUPPLY CODE											EXTENDED VALUE											OR BLANK											UNIT PRICE											BLANK											DATE ESTABLISHED											OR LAST ACTION											DATE											BLANK											MAILED, COND. CODE											MATERIAL, CAT. CODE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
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Appendix D
FILE FORMATS--Continued
DATA PROCESSING STORAGE FORMAT

D-6. DUF-IN/BACK ORDER/TURN-IN FILE--DIC DD-, DF-, DG-, AND Z3- RECORD.

PAGE 1 OF 2

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
<p>DATA</p> <p>CHARACTER COUNT</p> <p>MATERIAL CATEGORY</p> <p>FEDERAL STOCK NUMBER OR PART NUMBER</p> <p>UNIT OF ISSUE</p> <p>RECORD MARK</p> <p>NOTE. RECORD IS COMPOSED OF ONE BASIC SEGMENT OF 22 POSITIONS WITH A VARIABLE NUMBER OF DD-, DE-, DG-, AND Z3- SEGMENTS CONSISTING OF 76 CHARACTERS FOLLOWED BY A RECORD MARK.</p>																																																																																																					

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
<p>DD- RECORD</p> <p>DATA</p> <p>DOCUMENT IDENTIFIER</p> <p>ROUTING CODE</p> <p>IDENTIFIER CODE</p> <p>IDENTIFIER</p> <p>QUANTITY</p> <p>REQUISITIONER NUMBER</p> <p>YEAR</p> <p>JULIAN DAY</p> <p>SERIAL NUMBER</p> <p>DEMAND CODE</p> <p>SUPPLEMENTARY ADDRESS OR PURCHASE ORDER</p> <p>SIGNAL CODE</p> <p>FUND CODE</p> <p>DISTRIBUTION CODE</p> <p>PROJECT CODE</p> <p>PRIORITY CODE</p> <p>REQUIRED DELIVERY DATE</p> <p>ADVISE CODE</p> <p>STRATIFICATION CODE</p> <p>DATE ESTABLISHED</p> <p>ESTIMATED DELIVERY DATE</p> <p>BUDGET/APPROPRIATION CODE</p> <p>BLANK</p> <p>SPECIAL REPORT CODE</p> <p>SATELLITE DEPOT</p> <p>EDIT CODE</p> <p>LAST STATUS CODE</p> <p>DATE OF LAST FOLLOWUP</p> <p>UNIT PRICE</p> <p>RECORD MARK</p>																																																																																																					

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
<p>DF- RECORD</p> <p>DATA</p> <p>DOCUMENT IDENTIFIER</p> <p>ROUTING CODE</p> <p>IDENTIFIER CODE</p> <p>IDENTIFIER</p> <p>QUANTITY</p> <p>REQUISITIONER NUMBER</p> <p>YEAR</p> <p>JULIAN DAY</p> <p>SERIAL NUMBER</p> <p>DEMAND CODE</p> <p>SUPPLEMENTARY ADDRESS</p> <p>SIGNAL CODE</p> <p>FUND CODE</p> <p>DISTRIBUTION CODE</p> <p>PROJECT CODE</p> <p>PRIORITY CODE</p> <p>REQUIRED DELIVERY DATE</p> <p>ADVISE CODE</p> <p>STRATIFICATION CODE</p> <p>DATE ESTABLISHED</p> <p>ESTIMATED DELIVERY DATE</p> <p>BUDGET/APPROPRIATION CODE</p> <p>BLANK</p> <p>SPECIAL REPORT CODE</p> <p>SATELLITE DEPOT</p> <p>EDIT CODE</p> <p>LAST STATUS CODE</p> <p>DATE OF LAST FOLLOWUP</p> <p>UNIT PRICE</p> <p>RECORD MARK</p>																																																																																																					

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
<p>DG- RECORD</p> <p>DATA</p> <p>DOCUMENT IDENTIFIER</p> <p>ROUTING CODE</p> <p>IDENTIFIER CODE</p> <p>IDENTIFIER</p> <p>QUANTITY</p> <p>REQUISITIONER NUMBER</p> <p>YEAR</p> <p>JULIAN DAY</p> <p>SERIAL NUMBER</p> <p>SUFFIX CODE</p> <p>SUPPLEMENTARY ADDRESS</p> <p>SIGNAL CODE</p> <p>FUND CODE</p> <p>DISTRIBUTION CODE</p> <p>PROJECT CODE</p> <p>PRIORITY CODE</p> <p>REQUISITION CODE</p> <p>PROPERTY BOOK</p> <p>ADVISE CODE</p> <p>STRATIFICATION CODE</p> <p>DATE ESTABLISHED</p> <p>ESTIMATED DELIVERY DATE</p> <p>BUDGET/APPROPRIATION CODE</p> <p>BLANK</p> <p>SPECIAL REPORT CODE</p> <p>SATELLITE DEPOT</p> <p>EDIT CODE</p> <p>BIT INDICATORS</p> <p>1. CHAINED RECORD.</p> <p>55. BACK-ORDER RELEASE.</p> <p>66. SUBSTITUTE.</p>																																																																																																					

DATA PROCESSING STORAGE FORMAT

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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28	UNIT PRICE																																																																																																				
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D-9

BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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BIT	FIELD TYPE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
0	DATA																																																																																																				

DATA PROCESSING STORAGE FORMAT

D-7. REQUISITION HISTORY FILE--DIC A0- ZA-, FTE, AND DETAIL TRANSACTION RECORD.

DATA		RECORD		A8-		BNT	
FIELD TYPE		FIELD TYPE		FIELD TYPE		FIELD TYPE	
1	DOCUMENT IDENTIFIER	2	DOCUMENT IDENTIFIER	3	ROUTING CODE	4	MEDIA STATUS
5	FEDERAL STOCK NUMBER	6	FEDERAL STOCK NUMBER	7	OR	8	PART NUMBER
9	UNIT OF ISSUE	10	QUANTITY	11	DOCUMENT NUMBER	12	
13	SUFFIX/DEMAND CODE	14	SUPPLEMENTARY ADDRESS OR PROGRAM CONTROL NUMBER	15	SIGNAL CODE	16	FUND CODE
17	DISTRIBUTION CODE	18	PROJECT CODE	19	PRIORITY CODE	20	ESTIMATED DELIVERY DATE
21	ADVANCE CODE	22	SATellite DEPOSIT	23	COMMUNICATION CODE	24	EDIT CODE
25	BLANK	26	PROCESS DATE	27	DATE CLOSED	28	RECORD MARK

HIT	FIELD TYPE
Z8-	RECORD
DATA	
	EXPENDABILITY CODE
	DOCUMENT IDENTIFIER
	ROUTING CODE
	IDENTIFYING CODE
FEDERAL STOCK NUMBER	
PART NUMBER	
UNIT OF ISSUE	
QUANTITY	
DOCUMENT NUMBER	
DEMAND CODE	
PROGRAM CONTROL	
NUMBER OR COST	
SIGNAL CODE	
FUND CODE	
DELIVERY POINT	
PROJECT CODE	
PRIORITY CODE	
MAINT CONSUMPT CODE	
PROPERTY BOOK CODE	
ADVICE CODE	
SATELLITE DEPOT	
STRATIFICATION CODE	
CONDITION CODE	
EDIT CODE	
BLANK	
PROCESS DATE	
DATE CLOSED	
RECORDER MARK	

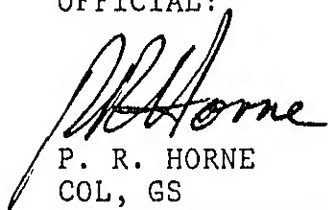
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BIT		FIELD 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FOR THE COMMANDER:

OFFICIAL:

A handwritten signature in dark ink, appearing to read 'P. R. Horne', is written over the typed name.

P. R. HORNE
COL, GS
Chief, Administrative Office

LEO B. JONES
Major General, USA
Chief of Staff

DISTRIBUTION:
SPECIAL

